



Shire of
Bruce Rock
Where friends become family



Minutes

Ordinary Meeting of Council

Held in Council Chambers

54 Johnson Street, Bruce Rock

Thursday 21 May 2026

SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 21 MAY 2026

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 21 MAY 2026

1. Declaration of Opening

Cr Ram Rajagopalan welcomed everyone and opened the meeting at 3.54pm.

2. Record of Attendance

Shire President

Cr R Rajagopalan

Deputy Shire President

Cr AR Crooks

Councillors

Cr AJ Buegge

Cr KP Foss

Cr PK Hodgkiss

Cr S Strange

Cr J Verhoogt

Chief Executive Officer

Mr M Furr

Deputy Chief Executive Officer

Ms M Haythornthwaite

Executive Manager Corporate Services

Mr M Darby

Executive Manager Technical Services

Mr G Stephens

Executive Services Manager

Mrs V Ward

Apologies

Nil

Leave of Absence (Previously Approved)

Nil

3. Declarations of Interest

In accordance with section 5.65 of the Local Government Act 1995, the following disclosures of **Financial (Both Direct and Indirect)** interest were made at the Council meeting.

| Date | Name | Item No | Reason |
|------|------|---------|--------|
| | | | |

In accordance with section 5.65 of the Local Government Act 1995, the following disclosures of **Closely Associated Person and Impartiality** interest were made at the Council meeting.

| Date | Name | Item No | Reason |
|-------------|-----------------|---------|---|
| 21 May 2026 | Cr Jen Verhoogt | 10.2.1 | Self or close family members are Committee Members on groups that have submitted grant applications |

In accordance with sections 5.60B and 5.65 of the Local Government Act 1995, the following disclosures of **Proximity** interest were made at the Council meeting.

| Date | Name | Item No | Reason |
|------|------|---------|--------|
| | | | |

4. Response to Previous Public Questions Taken on Notice

Nil

5. Public Question Time

Nil

6. Petitions/Deputations/Presentations/Submissions

Nil

7. Applications for Leave of Absence

Cr Strange advised that he will be absent from the Ordinary Council Meeting which will be held on 25 June 2026 as he will be attending the Australian Local Government Association (ALGA) Conference in Canberra between 23 – 25 June 2026.

8. Announcements by the Person Presiding without Discussion

The Shire President advised that he the Chief Executive Officer & Executives recently attended Parliament House, where they met with Lachlan Hunter & Members of the Opposition.

9. Confirmation of Minutes

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 20260521.01

Moved: Cr Foss

Seconded: Cr Buegge

That the minutes of the Ordinary Council Meeting held on 22 April 2026 be confirmed as an accurate record of the proceedings.

CARRIED 7/0

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil

10. Matters for Decision

10.1 Executive Manager Technical Services

10.1.1 WABN Local Bike Planning (LBP) Grants Program – Council Support Confirmation

| | |
|------------------------|---|
| File Reference | 3.00712 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 11 May 2026 |
| Author | Greg Stephens – Executive Manager Technical Services |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments: | Nil |

Summary

The purpose of this report is to seek Council endorsement and support for the Shire of Bruce Rock's participation in the Department of Transport and Major Infrastructure (DTMI) WABN Local Bike Planning (LBP) Grants Program.

Background

The Shire of Bruce Rock submitted an Expression of Interest (EOI) under the Western Australian Bicycle Network (WABN) Local Bike Planning (LBP) Grants Program administered by the Department of Transport and Major Infrastructure (DTMI).

The Shire has now been advised that the application has progressed to the next stage of assessment. As part of the assessment process, DTMI has requested confirmation that:

- The proposed Local Bike Plan aligns with relevant strategic planning frameworks;
- The project is supported internally by the Shire;
- The plan will align with DTMI planning and design guidance; and
- Support from the CEO and Council will be obtained prior to project commencement.

The proposed Local Bike Plan would assist the Shire in identifying future cycling and active transport opportunities within Bruce Rock and surrounding areas, including improved connectivity, recreational opportunities, road safety outcomes, and long-term transport planning initiatives.

Consultation

Consultation has been undertaken with:

- Chief Executive Officer;
- Executive Manager Technical Services; and
- Manager Works & Services.

Statutory Environment

Nil

Policy Implications

The proposed project is consistent with the Shire's broader strategic planning objectives relating to infrastructure, recreation, community wellbeing, and transport planning.

Financial Implications

At this stage, the report relates to Council support for the grant application process only.

Any future financial commitments associated with implementation of projects identified through the Local Bike Plan would be subject to future Council consideration and budget allocation processes.

Strategic Implications

The project supports long-term strategic planning outcomes relating to:

- Integrated transport planning;
- Community infrastructure;
- Recreation and tourism opportunities;
- Road safety initiatives; and
- Improving accessibility and connectivity throughout the Shire.

Risk Implications

In accordance with the Shire's Risk Management Framework, the following risks have been identified in relation to the proposed participation in the WABN Local Bike Planning (LBP) Grants Program.

| Risk | Likelihood | Consequence | Risk Rating | Mitigation |
|---|--------------|--------------|-------------|--|
| Grant application unsuccessful | Possible (3) | Minor (2) | Medium (6) | Continue identifying alternative grant and active transport funding opportunities |
| Future implementation costs identified through the Local Bike Plan | Possible (3) | Moderate (3) | Medium (9) | Any future capital works or infrastructure commitments will remain subject to future Council approval and annual budget considerations |
| Community expectations regarding future cycling infrastructure delivery | Possible (3) | Minor (2) | Medium (6) | Clearly communicate that the current project relates to strategic planning only and does not commit Council to future construction works |
| Delays in preparation or delivery of the Local Bike Plan | Unlikely (2) | Minor (2) | Low (4) | Project timelines and consultant engagement processes will be monitored and managed through normal project management procedures |

Risk Matrix

| Consequence Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|---------------------------|---|---------------|------------|------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Medium (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Medium (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Medium (6) | Medium (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Medium (6) | Medium (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Medium (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative, or a deviation from the expected and may be related to occupational health and safety, financial, service interruption, compliance, reputation, and environmental objectives. Based on the Shire's Risk Matrix, the identified risks associated with this item are considered to range between Low and Medium risk categories. No risks identified are considered High or Extreme risks requiring inclusion within the Corporate Risk Register or development of a specific risk treatment plan at this stage.

Comment/Conclusion

Consultation will occur with relevant stakeholders, community members, and Department representatives during preparation of the Local Bike Plan should funding be approved.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 20260521.02

Moved: Cr Verhoogt

Seconded: Cr Hodgkiss

1. Supports the Shire of Bruce Rock's participation in the Department of Transport and Major Infrastructure WABN Local Bike Planning (LBP) Grants Program;
2. Endorses the continuation of the application assessment process and preparation of a Local Bike Plan should funding be approved;
3. Confirms that the proposed Local Bike Plan aligns with the Shire's broader strategic planning objectives relating to community connectivity, recreation, road safety, and active transport planning; and
4. Authorises the Chief Executive Officer to provide the necessary confirmations and supporting documentation to the Department of Transport and Major Infrastructure in support of the application.

CARRIED 7/0

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil

10.2 Deputy Chief Executive Officer

Cr Verhoogt declared an Impartiality Interest in this item and left the meeting at 3.59pm

10.2.1 Financial Assistance Community Grant Applications 2026-2027

| | |
|-------------------------------|---|
| File Reference | |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 4 May 2026 |
| Author | Vanessa Ward – Executive Services Manager |
| Authorising Officer | Mark Furr - Chief Executive Officer |
| Attachments | 1. Financial Assistance Community Grant Applications |

Summary

Council is requested to approve the recommended applications to the Financial Assistance Community Grants for the 2026/2027 financial year.

Background

The Shire's Financial Assistance Community Grant 2026-2027 closed on Friday 1 May 2026. Funding of between \$1,001 - \$5,000 was available based on the applicant contributing at least 50% of the total project cost.

Three (3) applications were received with projects totaling \$6,737.64.

The table below shows a summary of the total project costs, cash and in-kind contributions (where mentioned) across the three (3) applications.

| Applicant | Applicant Contribution | | | Financial Assistance Community Grant Request | | |
|---|------------------------|------------|--------------|--|------------|--------------|
| | Total Project | Cash (\$) | In-kind (\$) | % of Project | Cash (\$) | In-kind (\$) |
| Bruce Rock Football Club | \$2,803.50 | \$1,403.50 | 0 | 50% | \$1,405.50 | 0 |
| Bruce Rock Netball Club inc (Option 1) | \$5,400.00 | \$2,700.00 | 0 | 50% | \$2,700.00 | 0 |
| Bruce Rock Netball Club Inc (Option 2) | \$3,770.00 | \$1,885.00 | 0 | 50% | \$1,885.00 | 0 |
| St John Ambulance WA, Bruce Rock Sub Centre | \$5,275.28 | \$2,637.64 | 0 | 50% | \$2,637.64 | 0 |

| | | | | | | |
|---------------|--------------------|-------------------|----------|--|-------------------|----------|
| TOTALS | \$13,478.78 | \$6,737.64 | 0 | | \$6,737.64 | 0 |
|---------------|--------------------|-------------------|----------|--|-------------------|----------|

Assessment Criteria

- All applicants must be based within the Shire of Bruce Rock, with a majority of members of the applicant organisation preferably being residents of the Shire;
- All applications for financial assistance must be submitted on the Shire of Bruce Rock “Application for Financial Assistance” form;
- The applicant should submit documented estimates of expenditure as part of the application (i.e. quotes or written estimates from suppliers). All estimates should be GST exclusive;
- All applications must be received by the designated closure date and time. No late applications will be considered; and
- Applications need to demonstrate the benefits to the community.

Ineligible Expenses

- Uniforms;
- Consumables (including food and beverages, stationary and other office supplies);
- Awards and prizes;
- Recurrent salaries and recurrent operational costs;
- Completed projects or equipment already purchased;
- Projects that are the responsibility of other government agencies; and
- Deficit funding for organisations that are experiencing a shortfall in cash or revenue or anticipated revenue.

Consultation

Consultation has occurred with the:

- Chief Executive Officer; and
- Deputy Chief Executive Officer.

Statutory Environment

There are no known relevant statutory implications.

Policy Implications

Council Policy 9.4 Community Engagement relates and has been complied with. No other policies relate.

Financial Implications

If the officers’ recommendations are supported, an amount of \$6,737.64 will impact the 2026-2027 budget. It should also be noted that all amounts referenced are exclusive of GST.

Strategic Implications

| | |
|--|--|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 4.0 Governance Priorities |
| Strategy: | 4.1 Our organisation is well positioned and has capacity for the future. |

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|------|-----------------|---------------------------|-------------|----------------------|---|
| | | | | | |

| | | | | | |
|---|--------------|-----------|-----------|-------------------------|---|
| Non Compliance with eligibility and assessment criteria | Unlikely (2) | Minor (2) | Low (1-4) | Compliance Requirements | Officer has conducted due diligence on assessment criteria. |
|---|--------------|-----------|-----------|-------------------------|---|

Risk Matrix

| Consequence \ Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|--------------------------|---|---------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **four (4)** has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

Applications requesting a total of \$6,737.64 have been received from three (3) community groups. The following presents an overall assessment of each application.

Bruce Rock Football Club

Project Name: Timers Hut Climate Control Project

Description: Purchase and installation of a split system (heating and cooling) in the timers hut at the Bruce Rock Recreation Centre, with the aim to improve the comfort and working conditions of the volunteers and officials during sporting events.

Outcomes: Improved comfort, safety and working conditions in the timers hut.

Estimated Start Date: As soon as possible once grant is approved.

Estimated Completion Date: Within 1 day of commencement.

Total Project Costing: \$2,803.50.

Bruce Rock Netball Club Inc (Option 1)

Project Name: Indoor Court Window Dressings

Description: Reduce the glare from external lighting by applying effective window dressing (tinting).

Outcomes: Reduction of glare from the windows which will enhance playing conditions and assist umpires with game management and decision making.

Estimated Start Date: September 2026.

Estimated Completion Date: March 2027.

Total Project Costing: \$5,346.00.

Bruce Rock Netball Club Inc (Option 2)

Project Name: Indoor Court Window Dressings

Description: Reduce the glare from external lighting by applying effective window dressing (blinds).

Outcomes: Reduction of glare from the windows which will enhance playing conditions and assist umpires with game management and decision making.

Estimated Start Date: September 2026.

Estimated Completion Date: March 2027.

Total Project Costing: \$3,770.00.

St John Ambulance WA, Bruce Rock Sub Centre

Project Name: Upgrade and Enhance Emergency & Training Equipment

Description: Seeking funding to purchase essential emergency response, first aid & training equipment for the volunteer ambulance subcentre.

Outcomes: Improved patient care through access to reliable, modern emergency and first aid equipment.

Estimated Start Date: May 2026.

Estimated Completion Date: Ongoing.

Total Project Costing: \$5,275.28.

Voting Requirements

Absolute Majority.

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 20260521.03

Moved: Cr Strange

Seconded: Cr Hodgkiss

That with respect to the Financial Assistance Community Grant Council approves the following applications:

- 1. Bruce Rock Football Club \$1,400 representing 50% of the total project costs to purchase and install a split system air conditioning unit in the timer hut at the Bruce Rock Recreation Centre, to be paid in advance;**
- 2. Bruce Rock Netball Club Inc \$2,700 representing 50% of the total project costs to install window treatments (tinting) on the Indoor Court at the Bruce Rock Recreation Centre;**
- 3. St John Ambulance, Bruce Rock Sub Centre \$2,637.64 representing 50% of the project costs to purchase essential emergency response, first aid & training equipment for the Bruce Rock Volunteer Ambulance Sub Centre.**

**CARRIED 6/0
BY ABSOLUTE MAJORITY**

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange,

Against: Nil

It was also noted that 2 additional applications would be presented to the Ordinary Council Meeting which will be held on 25 June 2026. These applications were deemed to be more suited to Community Grant Applications rather than a Budget request.

Cr Verhoogt re-entered the meeting @ 4.04pm



APPLICATION FOR FINANCIAL ASSISTANCE COMMUNITY GRANT

SECTION A – APPLICANT INFORMATION (to be completed by all applicants)

| | |
|-----------------|-------------------------------------|
| Organisation: | Bruce Rock Football Club |
| Contact Person: | Mandy Schilling |
| Position Held: | Secretary |
| Postal Address: | Po Box, 40, Bruce Rock, 6418 |
| Telephone: | 0428 690 585 |
| Email: | brfcmagpie@hotmail.com |

Funding Request

Total In Kind Requested:

Total Project Budget (ex gst): \$2,803.50

Funding Requested (ex gst): \$1,400.00

SECTION B – INFORMATION ABOUT YOUR ORGANISATION: (all questions to be answered if applicable)

1. What are the main services and/or activities of your organisation?

Our football club runs training and games for all ages and skill levels. We offer Auskick, Colts and Senior teams giving players a clear path from beginners through to adult competition. We focus on building skills, fitness, and teamwork in a fun and supportive environment. The club also brings the community together through events and encourages people to stay active, get involved, and feel part of the club.

2. What are/were your membership numbers? Please break down membership into Total Members, Adult Members, High School Aged Members and Junior Members. – Please note Juniors ex

| | Juniors – | High-School | Adult | Total Members |
|------|-----------|-------------|-------|---------------|
| 2021 | 30 | 11 | 34 | 75 |
| 2022 | 27 | 14 | 32 | 73 |
| 2023 | 28 | 16 | 32 | 76 |
| 2024 | 36 | 10 | 32 | 78 |

3. Is your organisation incorporated? *If yes, please attach your certificate of incorporation.*

Yes No Incorporation No: A0770078Y

4. Does your organisation have an ABN?

Yes No ABN No: 69 635 739 796

5. Is your organisation registered for GST?

Yes No

SECTION C – PROJECT DETAIL

MINOR GRANTS ONLY (up to \$1,000)

What area of interest does your application relate to: *(please tick all relevant areas)*

- Art and Culture
- Disability and Ageing
- Early Youth (0 to 4 years)
- Education and Training
- Environment
- Event Planning
- History and Heritage
- Minor Infrastructure, Equipment or Development
- Seniors
- Sport and Recreation
- Tourism
- Volunteer Upskilling
- Youth (5 to 18 years)
- Other: _____

MAJOR GRANTS ONLY (between \$1,001 and \$5,000)

What area of interest does your application relate to: *(please tick all relevant areas)*

- Art and Culture
- Disability and Ageing
- Early Youth (0 to 4 years)
- Education and Training
- Environment
- Event Planning
- History and Heritage
- Minor Infrastructure, Equipment or Development
- Seniors
- Sport and Recreation
- Tourism
- Volunteer Upskilling
- Youth (5 to 18 years)
- Other: _____

Project Name: Timers Hut Climate Control Project

Project Location:

Bruce Rock Recreation Centre

Expected project start and finish dates

Start Date: As soon as possible – once grant is approved

Finish Date: Will only take a day to complete

What is the funding being used for?

- Purchasing goods and services, such as sporting equipment or materials.
- Engaging professionals for the purpose of instruction.
- Infrastructure, such as significant construction or improvements of a facility.
(Please include building and planning approvals, if required. If the project is in a Shire owned building, permission must be sought from Council prior to application.)
- Funding for specific event or programs.
- In kind assistance (venue/bus hire etc). Separate letter of request addressed to the Chief Executive Officer will be required.

Have you applied for funding through any other sources for this project?

Yes

No

If Yes: Which organisation? _____

What Year? _____

Was it Successful? _____

Approved \$ _____

If you were successful in receiving funding from other sources, please attach documents to confirm.

If No, are you planning on applying for funding through other organisations? No

Does your project require any approvals?

- Yes (please attached relevant documentation)
- No

Project Description:

Please summarise your project, including what your project is, how it will be managed, who it will cater for, what benefits or services it will offer or improve.

Describe your project:

This project involves the purchase and installation of a split system (heating and cooling unit) in the timers hut at the Bruce Rock Recreation Centre. The aim is to improve comfort and working conditions for volunteers and officials who operate timing and game management equipment during sporting events throughout the year.

How will the project be managed?

The project will be managed by the club committee, who will oversee all stages of the process from planning through to completion. A quote has already been obtained from Colestan Electrics, who will carry out the supply and installation of the split system. The committee will coordinate the scheduling of works, ensure compliance with safety and facility requirements, and confirm that the project is completed to a high standard.

Who will your project cater for?

The project will cater for club volunteers, officials, and timekeepers who use the timers hut during match days. This includes our main timekeeper, a senior gentleman who is also our club patron, along with other match-day staff who assist with game operations.

What benefits or services will it offer or improve?

The installation of the split system will improve comfort, safety, and working conditions in the timers hut. It will help volunteers and officials stay focused, support accurate timekeeping, and improve the overall efficiency and experience of sporting events at the facility.

Please include any other details or supporting information/documentation (*i.e. letters of support, photographs, maps*)

List of Attachments

- _____
- _____
- _____

SECTION D – PROJECT BUDGET

Is your organisation registered for GST?

Yes

No

| INCOME | NET INCOME | |
|---|--------------------|---------------|
| Council Cash Contribution (grant funds requested in this application) | \$ 1,400.00 | ex gst |
| Council In Kind Contribution (e.g. site works) | \$ | ex gst |
| Total Council Contribution Requested | \$ 1,400.00 | ex gst |
| Other Grant Funding (please specify) | \$ | ex gst |
| | | |
| | | |
| Donations (external contributions) | \$ | ex gst |
| | | |
| | | |
| Organisation Cash Contribution | \$ 1,403.50 | ex gst |
| Organisation In Kind Contributions (max 1/3 of total cost) | \$ | |
| Total Organisation Contribution | \$ 1,403.50 | ex gst |
| TOTAL INCOME excluding gst | \$ 2,803.50 | ex gst |

| EXPENDITURE | In kind | Cash | Total | |
|--|----------------|-------------------|-------------------|---------------|
| Supply & Install 2.5W Fijitsu Split system | | 2803.00 | 2803.00 | ex gst |
| | | | | ex gst |
| | | | | ex gst |
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| | | | | ex gst |
| TOTAL EXPENDITURE excluding gst | \$ | \$ 2803.00 | \$ 2803.00 | ex gst |

SECTION E –

If the grant funding is awarded to the organisation, then the organisation shall agree to the following conditions:

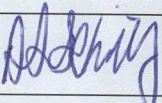
- The grant will be used for the purpose that it was given.
- If successful in your application, your organisation is required to provide the Shire of Bruce Rock with a tax invoice before 30 August 2025 for the amount of allocated funds.
- The acquittal must be returned to the Shire of Bruce Rock within one month of completion of your project or by 31 May 2026. Copies of project receipts must be attached.
- The Shire of Bruce Rock will issue an invoice to the organisation for any unspent funds.
- If there is any delay in the completion of the project or expenditure of grant funds, a written request will be made to the Shire of Bruce Rock seeking approval for extension of time.
- A grant will not be approved for a project that has commenced or has been completed.
- Any special conditions that are attached will be met.
- All relevant records will be kept for a period of seven years, and will be made available for audit at any time.
- The Shire of Bruce Rock will be acknowledged in any publications or media coverage for its support.
- Your project should be discussed with the Shire of Bruce Rock's Manager of Strategic Business Development prior to applying.
- Keep a copy of your application for your records.
- The Shire will contact you if more information is required.
- All applicants are advised in writing of the outcome.
- Applications are processed in the order in which they are received. If any required documentation is not included in the first instance, the processing of your application will be delayed.
- Assessment will take a minimum of one month.

Summary of grant timeline

| Community Grant Process | Due Date |
|---|----------------|
| Applications open | 30 March 2026 |
| Applications close | 1 May 2026 |
| Notification of application outcome | 25 May 2026 |
| Tax invoice to Shire of Bruce Rock for funding allocation | 30 August 2026 |
| Last date for project completion | 30 April 2027 |
| Last date for project acquittal | 31 May 2027 |

I, the undersigned, certify that I have been authorised to submit this application, accept the undertakings and conditions of the application, and that the information contained herein and attached is to the best of my knowledge true and correct.

SECTION F –

| | |
|-------------------|---|
| Name/Organisation | Bruce Rock Football Club |
| Contact Person | Mandy Schilling |
| Position | Secretary |
| Signature |  |
| Date | 30/4/26 |

Attachments Checklist

Please check that all relevant documents are included with the completed application. This may include, but not limited to:

- Certificate of Incorporation
- Quotes or estimates for expenditure
- Any approvals required for this project
- Evidence of other funding
e.g. letter advising of successful grant application or receipt of funding application pending, letter advising of donation to your group.

Please return your application to:

Community and Business Assistance Grant Program
Shire of Bruce Rock
54 Johnson Street
Bruce Rock WA 6418
E: vanessa.ward@brucerock.wa.gov.au

APPLICATIONS CLOSE AT 5.00PM ON 1 MAY 2026



PO BOX 322 Narembeen
Narembeen WA 6369
0427232695
colestanelectrics@gmail.com

QUOTE

QT00460

| | | | | |
|---|---|--------------------------|---|--|
| Bruce Rock Football Club Bruce Rock WA | Job Number Job Address | JB03087 Bruce Rock WA | Date Expiry Date ABN | 16 April 2026 16 May 2026 61 646 389 862 |
|---|---|--------------------------|---|--|

Supply and Install 2.5kW Fujitsu life style range split system in timekeepers box.
Hang the out door unit on cantilever HDG bracket on back will of box.
run feed from kitchen switchboard through roof space, pull of sheets to be able to access area where power has to go.
install isolator for unit.

| Description |
|--|
| Tradesman Labour |
| Travel |
| 2.5kw Fujitsu Lifestyle Range Split |
| 100mm Wall Duct 2m |
| 100mm Wall Fittings (Cap, Bends, etc) |
| CANTILEVER BRACKET 650mm |
| Uni Strut 41x41 2.5mm |
| 20A Weatherproof Isolator |
| 2.5mm TPS 2C+E |
| 16A Clipsal RCBO 4.5kA |
| Combo RCD/MCB RCBO 1P+N 16A4.5kA 1Module 18mm DIN Rail |
| Interconnect 3C+E Blue |
| Consumables |
| Flex Conduit M/D 25mm 10M PVC Grey |

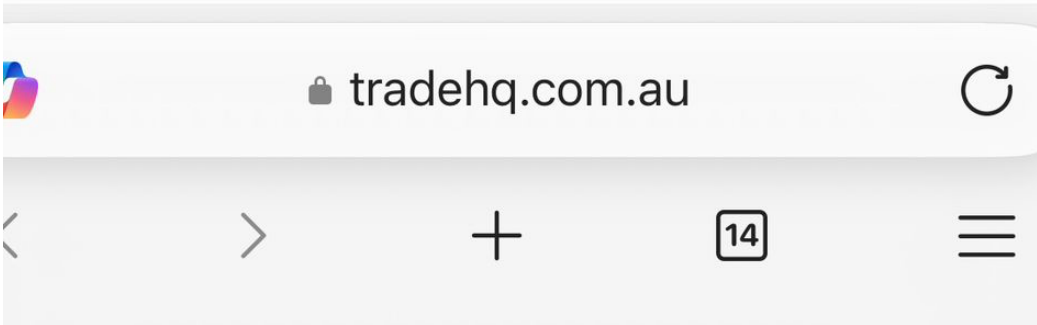
| | |
|-----------|----------|
| Subtotal | 2,803.50 |
| Total GST | 280.36 |

Total AUD 3,083.86

Quote is valid for 30 days from issue date.

Accept

Decline





APPLICATION FOR FINANCIAL ASSISTANCE
COMMUNITY GRANT

SECTION A – APPLICANT INFORMATION (to be completed by all applicants)

| | |
|-----------------|------------------------------|
| Organisation: | BRUCE ROCK NETBALL CLUB INC. |
| Contact Person: | MELANIE THOMPSON |
| Position Held: | PRESIDENT |
| Postal Address: | PO BOX 39 BRUCE ROCK 6418 |
| Telephone: | 0437 283 876 |
| Email: | bknetball@gmail.com |

| Funding Request | <u>TINTING OPTION</u> | <u>BLIND OPTION</u> |
|-----------------------------------|-----------------------|---------------------|
| Total In Kind Requested: \$ | <u>0.00</u> | <u>0.00</u> |
| Total Project Budget (ex gst): \$ | <u>5,400.00</u> | <u>\$ 3,770.00</u> |
| Funding Requested (ex gst): \$ | <u>2,700.00</u> | <u>\$ 1,885.00</u> |

SECTION B – INFORMATION ABOUT YOUR ORGANISATION: (all questions to be answered if applicable)

- What are the main services and/or activities of your organisation?
BRUCE ROCK NETBALL CLUB PROVIDES INCLUSIVE NETBALL OPPORTUNITIES FOR PLAYERS OF ALL AGES & ABILITIES FROM NETTA & NETSETGO THROUGH TO JUNIOR & SENIOR LEVELS. WE SUPPORT PARTICIPATION & DEVELOPMENT THROUGH COMPETITIONS INCLUDING BUT NOT LIMITED TO, THE CORRIGIN & DISTRICTS NETBALL ASSOCIATION.
- What are/were your membership numbers? Please break down membership into Total Members, Adult Members, High School Aged Members and Junior Members.

| | Juniors | High-School | Adult | Total Members |
|------|---------|-------------|-------|---------------|
| 2021 | 26 | 4 | 25 | 55 |
| 2022 | 24 | 5 | 27 | 56 |
| 2023 | 25 | 6 | 34 | 65 |
| 2024 | 15 | 7 | 23 | 45 |
| 2025 | 14 | 12 | 29 | 55 |
| 2026 | 31 | 8 | 39 | 78 |

3. Is your organisation incorporated? *If yes, please attach your certificate of incorporation.*

Yes No

Incorporation No: A1009778T

4. Does your organisation have an ABN?

Yes No

ABN No: 20096368180

5. Is your organisation registered for GST?

Yes No

SECTION C – PROJECT DETAIL

MINOR GRANTS ONLY (up to \$1,000)

What area of interest does your application relate to: *(please tick all relevant areas)*

- Art and Culture
- Disability and Ageing
- Early Youth (0 to 4 years)
- Education and Training
- Environment
- Event Planning
- History and Heritage
- Minor Infrastructure, Equipment or Development
- Seniors
- Sport and Recreation
- Tourism
- Volunteer Upskilling
- Youth (5 to 18 years)
- Other: _____

MAJOR GRANTS ONLY (between \$1,001 and \$5,000)

What area of interest does your application relate to: *(please tick all relevant areas)*

- Art and Culture
- Disability and Ageing
- Early Youth (0 to 4 years)
- Education and Training
- Environment
- Event Planning
- History and Heritage
- Minor Infrastructure, Equipment or Development
- Seniors
- Sport and Recreation
- Tourism
- Volunteer Upskilling
- Youth (5 to 18 years)
- Other: _____

Project Name: INDOOR COURT WINDOW DRESSINGS.

Project Location: INDOOR COURT
BRUCE ROCK RECREATION CENTRE.

Expected project start and finish dates

Start Date: SEPT 2026 (maybe earlier depending on timing).
Finish Date: MARCH 2027 (aiming for completion before 2027 Season).

What is the funding being used for?

- Purchasing goods and services, such as sporting equipment or materials.
- Engaging professionals for the purpose of instruction.
- Infrastructure, such as significant construction or improvements of a facility.
(Please include building and planning approvals, if required. If the project is in a Shire owned building, permission must be sought from Council prior to application.)
- Funding for specific event or programs.
- In kind assistance (venue/bus hire etc). Separate letter of request addressed to the Chief Executive Officer will be required.

Have you applied for funding through any other sources for this project?

- Yes
- No

If Yes: Which organisation? _____
What Year? _____
Was it Successful? _____
Grant Approved \$ _____

If you were successful in receiving funding from other sources, please attach documents to confirm.

If No, are you planning on applying for funding through other organisations?

NOT AT THIS STAGE.

Does your project require any approvals?

- Yes (please attached relevant documentation)
- No COUNCIL APPROVAL.

Project Description:

Please summarise your project, including what your project is, how it will be managed, who it will cater for, what benefits or services it will offer or improve.

Describe your project:

SINCE THE OPENING OF THE INDOOR NETBALL COURT, GLARE FROM EXTERNAL LIGHT HAS BEEN A PERSISTENT ISSUE DURING DAYTIME MATCHES THROUGHOUT THE WINTER SEASON. THIS SIGNIFICANTLY AFFECTS THE VISION OF BOTH UMPIRES AND PLAYERS IMPACTING GAME MANAGEMENT, DECISION-MAKING AND OVERALL SAFETY ON COURT. PLAYERS REGULARLY REPORT DIFFICULTY TRACKING THE BALL & OTHER PARTICIPANTS, INCREASING THE RISK OF ERRORS & POTENTIAL INJURY IN THE FAST PACED MODERN GAME. OUR PROJECT AIMS TO REDUCE THE GLARE & THEREFORE

How will the project be managed? THE ASSOCIATED RISKS.

COORDINATION WITH THE APPROPRIATE DEPARTMENT AT THE SHIRE OF BRUCE ROCK TO COMMENCE WORK, ENSURING SHIRE PROPERTY IS MAINTAINED.

Who will your project cater for?

THIS PROJECT WILL BENEFIT THE ENTIRE NETBALL COMMUNITY, INCLUDING VISITING TEAMS WHO COMPETE AT THE FACILITY THROUGHOUT THE SEASON. IT WILL ALSO ENHANCE THE USABILITY OF THE VENUE FOR BROADER COMMUNITY EVENTS AND ACTIVITIES. IMPROVEMENTS WILL SUPPORT BETTER VISIBILITY AND FUNCTIONALITY FOR DISPLAYS & OTHER USES WITHIN THE SPACE.

What benefits or services will it offer or improve?

EFFECTIVE WINDOW DRESSINGS WILL REDUCE GLARE DURING DAYTIME MATCHES ENHANCING CONDITIONS THAT WILL DIRECTLY SUPPORT UMPIRES' GAME MANAGEMENT & DECISION-MAKING, WHILE IMPROVING PLAYER SAFETY - ALLOWING CLEARER TRACKING OF THE BALL & MOVEMENT IN A FAST PACED ENVIRONMENT. BEYOND COMPETITION, THESE UPGRADES WILL CREATE A MORE FUNCTIONAL & COMFORTABLE VENUE FOR COMMUNITY EVENTS, IMPROVING CONDITIONS FOR SPECTATORS, PRESENTATIONS AND OTHER ACTIVITIES HELD WITHIN THE FACILITY.

Please include any other details or supporting information/documentation
(i.e. letters of support, photographs, maps)

List of Attachments

- > _____
- > _____
- > _____

SECTION D – PROJECT BUDGET

Is your organisation registered for GST?

- Yes
- No

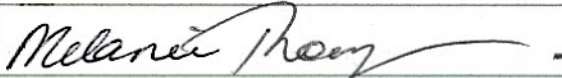
BLIND OPTION.

| INCOME | NET INCOME | |
|---|-------------------|---------------|
| Council Cash Contribution (grant funds requested in this application) | \$ 1885.00 | ex gst |
| Council In Kind Contribution (e.g. site works) | \$ 0.00 | ex gst |
| Total Council Contribution Requested | \$ 1885.00 | ex gst |
| Other Grant Funding (please specify) | \$ 0.00 | ex gst |
| | | |
| | | |
| | | |
| Donations (external contributions) | \$ 0.00 | ex gst |
| | | |
| | | |
| Organisation Cash Contribution | \$ 1885.00 | ex gst |
| Organisation In Kind Contributions (max 1/3 of total cost) | \$ 0.00 | |
| Total Organisation Contribution | \$ 1885.00 | ex gst |
| TOTAL INCOME excluding gst | \$ 3770.00 | ex gst |

| EXPENDITURE | In kind | Cash | Total | |
|--|-----------|-------------------|-------------------|---------------|
| SUPPLY & FIT ROLLER | 0 | 3763.00 | 3763.00 | ex gst |
| BLINDS - TRANSLUCENT | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| | | | | ex gst |
| TOTAL EXPENDITURE excluding gst | \$ | \$ 3763.00 | \$ 3763.00 | ex gst |

SECTION F – DECLARATION

I, the undersigned, certify that I have been authorised to submit this application, accept the undertakings and conditions of the application, and that the information contained herein and attached is to the best of my knowledge true and correct.

| | |
|-------------------|--|
| Name/Organisation | BRUCE ROCK NETBALL CLUB INC. |
| Contact Person | MELANIE THOMPSON |
| Position | PRESIDENT |
| Signature |  |
| Date | 29/04/2026. |

Attachments Checklist

Please check that all relevant documents are included with the completed application. This may include, but not limited to:

- Certificate of Incorporation
- Quotes or estimates for expenditure
- N/A* Any approvals required for this project
- N/A* Evidence of other funding
e.g. letter advising of successful grant application or receipt of funding application pending, letter advising of donation to your group.

Please return your application to:

Community and Business Assistance Grant Program
Shire of Bruce Rock
54 Johnson Street
Bruce Rock WA 6418
E: vanessa.ward@brucerock.wa.gov.au

APPLICATIONS CLOSE AT 5.00PM ON 1 MAY 2026

SECTION G – ACQUITTAL FORM AND FINANCIAL STATEMENT

| | |
|------------------------------|--|
| Organisation Name: | |
| Contact Person: | |
| Postal Address: | |
| Telephone: | |
| Email: | |
| Name/Description of Project: | |
| Grant Amount: | |

What were the aims of the project and did you achieve them?

Describe your completed project:

Who was involved in your project and in what capacity?

What were the benefits for the participants and/or what did the project improve?

Please provide any other comments:



fair trading

Ministry of Fair Trading

ABN 19 147 003 635

WESTERN AUSTRALIA
Associations Incorporation Act 1987
Section (1)

Registered No: A1009778T

Certificate of Incorporation

This is to certify that

BRUCE ROCK NETBALL CLUB (INC.)

has this day fifth day of July 2001 been
incorporated under the Associations Incorporation Act 1987.

Dated this fifth day of July 2001

Commissioner for Fair Trading

CERTIFICATE

6



QUOTE

BRUCE ROCK NETBALL CLUB

Date
28 Apr 2026

Expiry
28 May 2026

Quote Number
QU-3613

Reference
EM. 22/4 TINT

ABN
25 735 215 235

KM & PM Van Der Merwe
T/A Merredin Glazing
Service
PO Box 809
MERREDIN WA 6415
AUSTRALIA
Email-
merredinglazing@westnet.
com.au
Ph-90412 549

| Item | Description | Quantity | Unit Price | GST | Amount AUD |
|------------------|---|----------|------------|-----|-----------------|
| TINT | TO SUPPLY AND FIT WINDOW TINT TO 9 WINDOWS ON OVAL SIDE 1560mm x 1530mm | 9.00 | 442.00 | 10% | 3,978.00 |
| TINT | TO SUPPLY AND FIT WINDOW TINT TO 4 WINDOWS ON CAR PARK SIDE 1090mm x 1400mm | 4.00 | 282.00 | 10% | 1,128.00 |
| TRAV | RETURN TRAVEL TO BRUCE ROCK | 100.00 | 2.40 | 10% | 240.00 |
| Subtotal | | | | | 5,346.00 |
| TOTAL GST 10% | | | | | 534.60 |
| TOTAL AUD | | | | | 5,880.60 |

QUOTE

BRUCE ROCK NETBALL CLUB

Date
28 Apr 2026

Expiry
28 May 2026

Quote Number
QU-3614

Reference
EM. 22/4 BLINDS

ABN
25 735 215 235

KM & PM Van Der Merwe
T/A Merredin Glazing
Service
PO Box 809
MERREDIN WA 6415
AUSTRALIA
Email-
merredinglazing@westnet.
com.au
Ph-90412 549

| Item | Description | Quantity | Unit Price | GST | Amount AUD |
|--------------------|---|----------|------------|-----|-----------------|
| BLINDS:H OLLAND | TO SUPPLY AND INSTALL ROLLER BLIND TO OVAL SIDE 1560mm x 1530mm. FABRIC ALLOWED FOR "SOLARSCAPE" TRANSLUCENT | 9.00 | 252.00 | 10% | 2,268.00 |
| BLINDS:H OLLAND | TO SUPPLY AND INSTALL ROLLER BLIND TO OVAL SIDE 1090mm x 1400mm. FABRIC ALLOWED FOR "SOLARSCAPE" TRANSLUCENT | 4.00 | 222.00 | 10% | 888.00 |
| FR | FREIGHT | 1.00 | 25.00 | 10% | 25.00 |
| TRAV | RETURN TRAVEL TO BRUCE ROCK | 100.00 | 2.40 | 10% | 240.00 |
| Subtotal | | | | | 3,421.00 |
| TOTAL GST 10% | | | | | 342.10 |
| TOTAL AUD | | | | | 3,763.10 |

QUOTE

Tint a Car Rockingham
Unit 9 117-119 Dixon Road, Rockingham, 6168, Western
Australia
P: 08 9592 2666

Quote To

Bruce Rock Netball Club
Bruce rock
6418

Quote Date

7 May 2026

Quote Number

1211

ABN Number

97 643 536 798

Expiry: 20 Jun 2026

| Description | | Amount AUD |
|---|---------------------------|-------------------|
| Car Park Side Window - Car Park Side Window | 8 windows - Manhattan 70 | 1,038.37 |
| Oval Side Windows - Oval Side Windows | 18 windows - Manhattan 70 | 3,424.93 |
| | Film Total | 4,463.30 |
| | Sub Total | \$4,463.30 |
| | INCLUDES TAX 10.00% | \$405.75 |
| | TOTAL AUD | \$4,463.30 |

Thank you for choosing us
Direct Credit payments to
TINT A CAR ROCKINGHAM
BSB 086006
Account 808019185

Terms and Conditions

1. The offer set out in this quote shall be accepted by the customer by signing below.
2. The price set out in the quotation shall (subject to Clause 3) be the price, and shall be paid as follows -
 - a. The deposit shall be paid at the time of acceptance of this quote.
 - b. The balance shall be paid by one single payment on the date of completion of work.
 - c. Amounts payable in accordance with Clause 3 (if any) shall be paid upon demand.
3. The price quoted is based on **Tint a Car Rockingham** current scale of charges and is firm for a period of 30 days from the date of quotation.
4. The customer may cancel this order only with the express consent of **Tint a Car Rockingham** and in the event of such cancellation shall reimburse **Tint a Car Rockingham** for all expenses incurred by it, including overhead expenses in the preparation and execution of this quotation.
5. The Company warrants the materials supplied by it under the Agreement and all workmanship by it and its employees and will make good any defects in such materials and workmanship as are notified to it in writing by the customer during the period of warranty set out on the official company warranty except when;
 - a. The customer is in breach of any of the conditions hereof;
 - b. The materials installed by **Tint a Car Rockingham** or any part of them are used otherwise than in accordance with the recommendations made to the customer by **Tint a Car Rockingham**;
 - c. Total moneys due under Clause 2 hereof have not been paid.
6. No person shall be entitled to make any claims whatsoever against **Tint a Car Rockingham**, its servants or agents as a result of thermal stress fracture, scratches and or breakages of glass caused by or contributed to be faulty glazing or glazing not compliant to AS/NZ 1288 or by fault in the glass or be leaking frames or otherwise except as set out in Clause 5 above.
7. **Tint a Car Rockingham** agrees to complete the work within 60 days of acceptance of this Agreement but not inclusive of any time lost by any clause whatsoever totally or partially out of control of **Tint a Car Rockingham**. The customer shall ensure that all movable obstructions are removed from the site of the work.
8. The agreement constitutes the whole agreement between **Tint a Car Rockingham** and the customer to the exclusion of all other communication (oral or written) between the parties, and shall not be modified (except in accordance with Clause 3 hereof) otherwise than by further instrument in writing signed by both parties.

Cleaning Instructions

Do not clean for at least 4 weeks after installation.

Use a spray, synthetic sponge or a moist cloth to apply the cleaning solution. Warm water and a detergent can be used. Do not use brushes or abrasives or ammonia-based solutions in the cleaning process as they will scratch and deteriorate the film.

Dry with a good quality rubber squeegee, chamois or a moist soft cloth. Dry the edges thoroughly.

Polyester film is a tough wear-resistance product, but its surfaces are not as hard as glass and it can be damaged by abrasive cleaners and improper treatment.

The Finished Product

All products which contain an adhesive rely on a curing process to obtain a proper bond. Window Film is exactly the same and during the drying process some changes will be observed. These changes are quite normal and should be expected. Initially you may notice that the film is not optically perfect. It could appear hazy and milky and the surface may have an orange peel effect or even quite large bubbles. This is no cause for concern. It is in fact a normal part of the drying process. After the adhesive has cured the apparent imperfections will disappear. This process will take from three to thirty days. Safety and Security Films may take longer dependant on the internal and external environment.

During this period the film is performing in exactly the same manner as it will when the adhesive is fully cured. Do not touch the film until the curing process is finished and do not wash it until it has been on the glass for at least 4 weeks. The small border or light which you see around the edge of each sheet of film, is an edge trim approximately 1.5to 3 millimetres. The gap is a safety margin, to ensure the complete sealing of the film to the glass and to allow for expansion and contraction of the glass.

Sometimes a customer feels that he sees a defect in the film when in actual fact it is in the glass itself. It is quite natural to look closely at a new purchase, but because we generally look through glass not at it, it is quite possible to see imperfections which have always been in the glass, but were never before noticed. A good rule is to look at the installation 10 feet (3metres) away, this is the distance which has been accepted by the Australian glass industry as the viewing distance for the appraisal of reflective glass windows. You can now fully enjoy the view through your windows, in comfort and privacy, without annoying glare or excessive heat.

Insurance

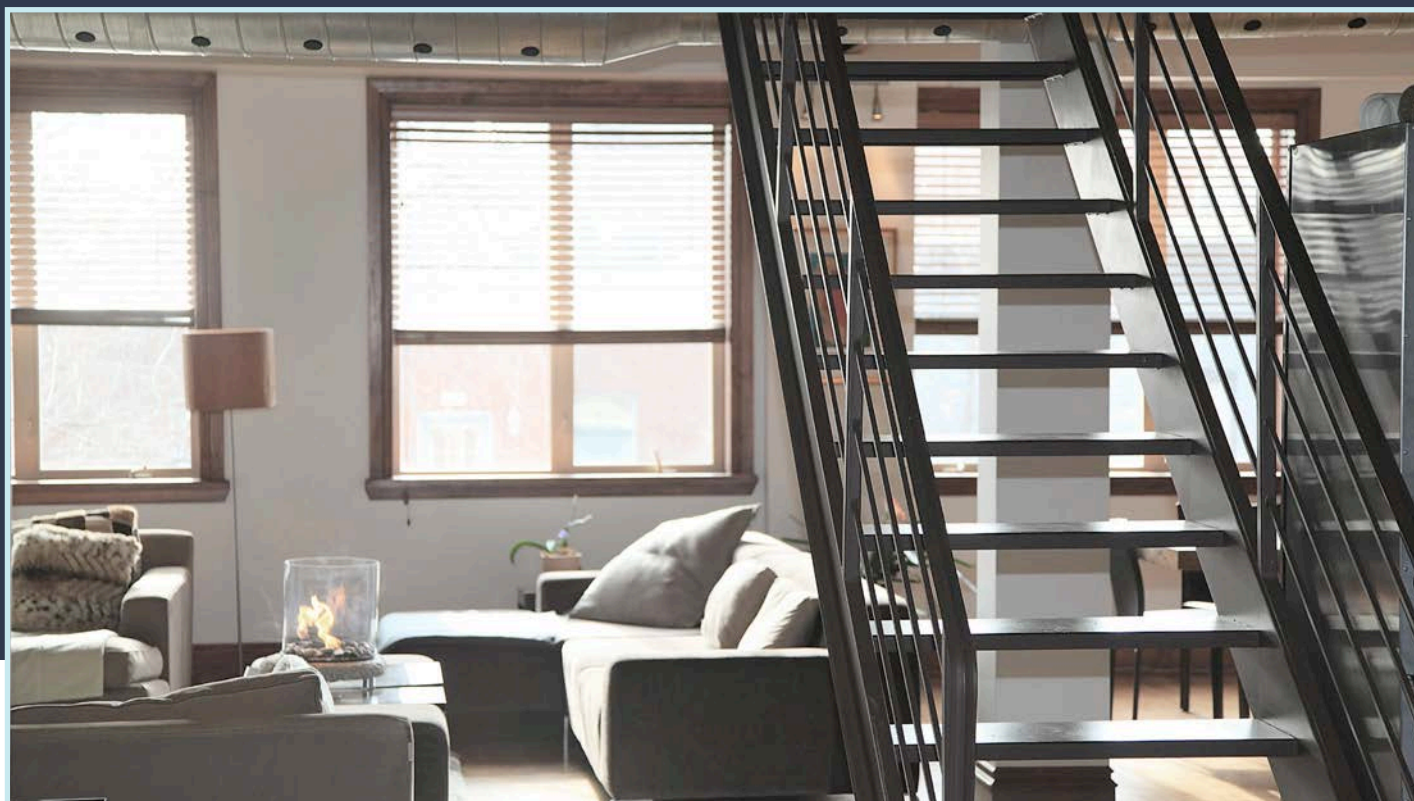
We recommend that you notify your insurance company that Window Film has been applied to your windows, so that in the event of breakage, both the cost of the glass and the Window Film are covered. We have found that most companies do not require any additional premium for this cover.

Acceptance

Quote Number: 1211

Name: _____

Date: _____



MANHATTAN 70

Enjoy excellent daytime privacy and protection.

With solar window film, your home stays cooler during the summer and cosier in winter. You'll also see a dramatic reduction in UV that could otherwise fade your carpets, floorboards and furniture.



THE BENEFITS

- Low internal light reflection.
- Designed for areas with severe glare problems.
- Ideal for computer areas.
- Excellent daytime privacy.
- Excellent fade* reduction.
- World's toughest scratch resistant surface.
- Clear distortion free adhesive.

THE SPECS

| | |
|------------------------|------|
| Solar Heat Rejection | 73% |
| Glare Rejection | 93% |
| Ultra Violet Rejection | >99% |
| SHGC | 0.27 |
| Light Transmitted | 6% |
| U-Value (w/sq.m.K) | 5.20 |

WARRANTY

Lifetime residential, 12 year commercial - not transferable.

*As there are variables that cause fading, it would be impossible to give an exact figure. Therefore, this does not constitute warranty.



APPLICATION FOR FINANCIAL ASSISTANCE COMMUNITY GRANT

SECTION A – APPLICANT INFORMATION (to be completed by all applicants)

| | |
|-----------------|--|
| Organisation: | St John Ambulance WA, Bruce Rock Subcentre |
| Contact Person: | Linda Buegge |
| Position Held: | Administration Officer |
| Postal Address: | PO Box 126, Bruce Rock 6418 |
| Telephone: | 0439813964 |
| Email: | Brucerock.subcentre@stjohnwa.com.au |

Funding Request

| | |
|--------------------------------|------------|
| Total In Kind Requested: | \$0 |
| Total Project Budget (ex gst): | \$5,275.28 |
| Funding Requested (ex gst): | \$2,637.64 |

SECTION B – INFORMATION ABOUT YOUR ORGANISATION: (all questions to be answered if applicable)

1. What are the main services and/or activities of your organisation?
The purpose of St John WA is to serve humanity and build resilient communities through the relief of sickness, distress, suffering and danger. Our volunteer Subcentre provides emergency care through ambulance attendance and transport.

2. What are/were your membership numbers? Please break down membership into Total Members, Adult Members, High School Aged Members and Junior Members.

| | Juniors | High-School | Adult | Total Members |
|-------------|---------|-------------|-------|---------------|
| 2023 | | | 14 | 14 |
| 2024 | | | 15 | 15 |
| 2025 | | | 15 | 15 |
| 2026 | | | 17 | 17 |

3. Is your organisation incorporated? Yes, incorporated on 22/10/2013
4. Does your organisation have an ABN? Yes, ABN No 55 028 468 715
5. Is your organisation registered for GST? Yes

SECTION C – PROJECT DETAIL

MINOR GRANTS ONLY (up to \$1,000)

What area of interest does your application relate to: *(please tick all relevant areas)*

- Art and Culture
- Disability and Ageing
- Early Youth (0 to 4 years)
- Education and Training
- Environment
- Event Planning
- History and Heritage
- Minor Infrastructure, Equipment or Development
- Seniors
- Sport and Recreation
- Tourism
- Volunteer Upskilling
- Youth (5 to 18 years)
- Other: _____

MAJOR GRANTS ONLY (between \$1,001 and \$5,000)

What area of interest does your application relate to: *(please tick all relevant areas)*

- Art and Culture
- Disability and Ageing
- Early Youth (0 to 4 years)
- Education and Training
- Environment
- Event Planning
- History and Heritage
- Minor Infrastructure, Equipment or Development
- Seniors
- Sport and Recreation
- Tourism
- Volunteer Upskilling
- Youth (5 to 18 years)
- Other: Community Health and Safety

Project Name: **Upgrade and Enhance Emergency Equipment**
 Upgrade and Enhance Training Equipment

Project Location: Emergency Services Building, Dunstall Street, Bruce Rock 6418

Expected project start and finish dates

Start Date: 25 May 2026
Finish Date: Ongoing

What is the funding being used for?

- Purchasing goods and services, such as sporting equipment or materials.
- Engaging professionals for the purpose of instruction.
- Infrastructure, such as significant construction or improvements of a facility.
(Please include building and planning approvals, if required. If the project is in a Shire owned building, permission must be sought from Council prior to application.)
- Funding for specific event or programs.
- In kind assistance (venue/bus hire etc). Separate letter of request addressed to the Chief Executive Officer will be required.

Have you applied for funding through any other sources for this project? No

If No, are you planning on applying for funding through other organisations? No

Does your project require any approvals? No

Project Description:

Please summarise your project, including what your project is, how it will be managed, who it will cater for, what benefits or services it will offer or improve.

Describe your project:

This project seeks funding to purchase essential emergency response, first aid, and training equipment for the volunteer ambulance subcentre, which services our rural community. The proposed equipment will enhance our capacity to deliver timely, safe, and effective pre-hospital care during medical emergencies, accidents, and community incidents.

As a volunteer-run centre, our ability to respond depends heavily on the availability, reliability, and suitability of our equipment. Many items currently in use are outdated, shared, or limited in number, placing constraints on training and operational readiness. Grant funding will enable the centre to upgrade and supplement critical equipment to ensure volunteers are properly supported and patients receive high-quality care. Our recent Mass Casualty Training exercise, which was highly commended by our Group CEO, resulted in the recruitment of two new volunteers, with an additional three attending our fortnightly training sessions in order to get a 'taste' of volunteering with us.

The project directly supports improved emergency preparedness, volunteer capability, and patient outcomes within our local community.

How will the project be managed?

The project will be managed locally by the volunteer ambulance centre's leadership team, under established governance and operational procedures.

Key management elements include:

- Equipment selection based on identified operational and training needs, aligned with ambulance service standards
- Procurement through approved suppliers to ensure quality, compliance, and value for money
- Asset tracking and storage in accordance with existing equipment management processes
- Training and familiarisation for volunteers where new or upgraded equipment is introduced

Overall management will be provided by the committee executive and Volunteer Development Officer, with assistance from the administration officer. Accountability will be maintained through existing reporting, inventory, and maintenance systems.

Who will your project cater for?

The project will cater for:

- Local community members and visitors who may require emergency medical assistance
- Volunteer ambulance officers, by providing safer, more effective tools for emergency response and training

As the only local emergency medical service in the area, our subcentre supports a geographically dispersed population where access to hospital services can involve significant travel time. Improved equipment directly benefits residents of all ages, including older adults, families, workers, and seasonal visitors.

What benefits or services will it offer or improve?

This project will deliver significant community and service benefits, including:

- Improved patient care through access to reliable, modern emergency and first aid equipment
- Enhanced volunteer safety, reducing physical strain and risk during emergency responses
- Stronger training outcomes, allowing volunteers to practise skills using appropriate equipment rather than shared or improvised alternatives
- Greater service sustainability, supporting volunteer retention and confidence in a rural setting

Overall, the project strengthens emergency medical services in a small town where volunteer responders play a vital role in protecting community health and wellbeing.

Please include any other details or supporting information/documentation (*i.e. letters of support, photographs, maps*)

List of Attachments

- X Quotes from eStock (St John Ambulance supplier) – cost price
- X Quotes for shelving from Two Dogs Hardware, Merredin.
- X Evidence of St John Ambulance WA being registered as a charity

SECTION D – PROJECT BUDGET

Is your organisation registered for GST? Yes

| INCOME | NET INCOME | |
|---|--------------------|--------|
| Council Cash Contribution (grant funds requested in this application) | \$ 2,637.64 | ex gst |
| Council In Kind Contribution (e.g. site works) | \$ 0 | ex gst |
| Total Council Contribution Requested | \$ 2,637.64 | ex gst |
| Other Grant Funding (please specify) | \$ 0 | ex gst |
| | | |
| | | |
| Donations (external contributions) | \$ 0 | ex gst |
| | | |
| Organisation Cash Contribution | \$ 2,637.64 | ex gst |
| Organisation In Kind Contributions (max 1/3 of total cost) | \$ 0 | |
| Total Organisation Contribution | \$ 2,637.64 | ex gst |
| TOTAL INCOME excluding gst | \$ 5,275.28 | ex gst |

| EXPENDITURE | In kind | Cash | Total | |
|--|---------------|--------------------|--------------------|--------|
| Observations Bag – Bag (#3271) | 0.00 | 623.55 | 623.55 | ex gst |
| Observations Bag – Thermo (#0575) | 0.00 | 140.91 | 140.91 | ex gst |
| Observations Bag – O2 (#2345) | 0.00 | 62.71 | 62.71 | ex gst |
| Observations Bag – BP (#4910) | 0.00 | 13.55 | 13.55 | ex gst |
| Observations Bag – BSL (#5601) | 0.00 | 27.27 | 27.27 | ex gst |
| 2 x Yellow Medication Pouch – Bag (#3272) | 0.00 | 666.18 | 666.18 | ex gst |
| Yellow Medication Pouch – Training Meds (#2416) | 0.00 | 154.18 | 154.18 | ex gst |
| 2 x Oxygen Bag (#0574) | 0.00 | 917.20 | 917.20 | ex gst |
| Suction Unit (#0127) | 0.00 | 613.09 | 613.09 | ex gst |
| 4 x Birthing Kit - Sheet | 0.00 | 463.89 | 463.89 | ex gst |
| Blueys (#1322) | 0.00 | 12.30 | 12.30 | ex gst |
| Mannequin – Shocklink System (#0259) | 0.00 | 713.18 | 713.18 | ex gst |
| Geelong 5 Tier Shelf 1813 x 920 x 620 \$139 x 3 | 0.00 | 379.09 | 379.09 | ex gst |
| Geelong 5 Tier Shelf 1813 x 1220 x 620 \$179 x 3 | 0.00 | 488.18 | 488.18 | ex gst |
| | | | | |
| | | | | |
| TOTAL EXPENDITURE excluding gst | \$0.00 | \$ 5,275.28 | \$ 5,275.28 | ex gst |

SECTION E - CONDITIONS

If the grant funding is awarded to the organisation, then the organisation shall agree to the following conditions:

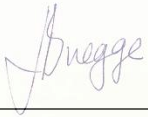
- The grant will be used for the purpose that it was given.
- If successful in your application, your organisation is required to provide the Shire of Bruce Rock with a tax invoice before 30 August 2025 for the amount of allocated funds.
- The acquittal must be returned to the Shire of Bruce Rock within one month of completion of your project or by 31 May 2026. Copies of project receipts must be attached.
- The Shire of Bruce Rock will issue an invoice to the organisation for any unspent funds.
- If there is any delay in the completion of the project or expenditure of grant funds, a written request will be made to the Shire of Bruce Rock seeking approval for extension of time.
- A grant will not be approved for a project that has commenced or has been completed.
- Any special conditions that are attached will be met.
- All relevant records will be kept for a period of seven years, and will be made available for audit at any time.
- The Shire of Bruce Rock will be acknowledged in any publications or media coverage for its support.
- Your project should be discussed with the Shire of Bruce Rock's Manager of Strategic Business Development prior to applying.
- Keep a copy of your application for your records.
- The Shire will contact you if more information is required.
- All applicants are advised in writing of the outcome.
- Applications are processed in the order in which they are received. If any required documentation is not included in the first instance, the processing of your application will be delayed.
- Assessment will take a minimum of one month.

Summary of grant timeline

| Community Grant Process | Due Date |
|---|----------------|
| Applications open | 30 March 2026 |
| Applications close | 1 May 2026 |
| Notification of application outcome | 25 May 2026 |
| Tax invoice to Shire of Bruce Rock for funding allocation | 30 August 2026 |
| Last date for project completion | 30 April 2027 |
| Last date for project acquittal | 31 May 2027 |

SECTION F – DECLARATION

I, the undersigned, certify that I have been authorised to submit this application, accept the undertakings and conditions of the application, and that the information contained herein and attached is to the best of my knowledge true and correct.

| | |
|-------------------|---|
| Name/Organisation | St John Ambulance WA, Bruce Rock Subcentre |
| Contact Person | Linda Buegge |
| Position | Administration Officer |
| Signature |  |
| Date | 30 April 2026 |

Attachments Checklist

Please check that all relevant documents are included with the completed application. This may include, but not limited to:

- Certificate of Incorporation
- Quotes or estimates for expenditure
- Any approvals required for this project
- Evidence of other funding
e.g. letter advising of successful grant application or receipt of funding application pending, letter advising of donation to your group.

Please return your application to:

Community and Business Assistance Grant Program
Shire of Bruce Rock
54 Johnson Street
Bruce Rock WA 6418
E: vanessa.ward@brucerock.wa.gov.au

APPLICATIONS CLOSE AT 5.00PM ON 1 MAY 2026

SECTION G – ACQUITTAL FORM

| | |
|------------------------------|--|
| Organisation Name: | |
| Contact Person: | |
| Postal Address: | |
| Telephone: | |
| Email: | |
| Name/Description of Project: | |
| Grant Amount: | |

What were the aims of the project and did you achieve them?

Describe your completed project:

Who was involved in your project and in what capacity?

What were the benefits for the participants and/or what did the project improve?

Please provide any other comments:

FINANCIAL STATEMENT

| PROJECT EXPENDITURE | AMOUNT |
|---|-----------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL EXPENDITURE | \$ |
| PROJECT INCOME | AMOUNT |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL INCOME | \$ |
| NOTE – total expenditure should equal total income | |

Have you spent all the grant funding?

- Yes
- No

If you have not fully expended the grant money, what is the balance remaining? \$ _____

The Shire of Bruce Rock will invoice your group for any unexpended funds.

Attachments Checklist

- Copies of project invoices/ receipts
- Any other relevant material – promotional flyers, advertising, photos or newsletters
- Evidence or recognition of Shire of Bruce Rock assistance

| | |
|------------|-----------|
| Signature: | Date: |
| Name: | Position: |

Please return your completed acquittal form to:

Shire of Bruce Rock
 54 Johnson Street
 Bruce Rock WA 6418 vanessa.ward@brucerock.wa.gov.au

St John Ambulance Western Australia Ltd.

✔ Charity is registered.

✔ Charity reporting is up to date.



This charity is (or was previously) in the ACNC approved reporting group [St. John Ambulance Western Australia Limited ACNC group](#). The group register page contains the Group Annual Information Statement and Annual Financial Report (if applicable), for all reporting periods that this charity was a member of that group.

Charity details

ABN:

[55028468715](#)

Address:

209 Great Eastern Hwy
Belmont
WA, 6104, Australia

Email:

stjohn@stjohnwa.com.au

Address For Service email:

cosec@stjohnwa.com.au

Website:

stjohnwa.com.au

Phone:

[\(08\) 9334 1222](tel:(08)93341222)

Charity Size:

Large

Who the charity helps:

Other

Date established:

31 December 1891

Last reported:

16 January 2024

Financial year end:

30/06

Summary of activities

The purpose of St John WA is to serve humanity and build resilient communities through the relief of sickness, distress, suffering and danger. The Group's principal activities throughout the financial year were the operation of five core businesses: Provision of first aid training and products; primary care including urgent care; event health services; patient transfer services and delivering the Western Australian emergency ambulance service. By undertaking these activities, St John WA was better positioned to serve humanity and build resilient communities through the relief of sickness, distress, suffering and danger.

Charity programs

Ambulance, first aid and primary and ancillary health
Emergency medical services

Ambulance, first aid and primary and ancillary health
Public health

Ambulance, first aid and primary and ancillary health
Urgent care

Where the charity operates

States:

Western Australia

Countries:

Australia

Using the information on the Register

Information on the Charity Register has been provided to the ACNC by charities. If information is not shown, this may be because it has not yet been provided. The ACNC may also approve information be withheld from the Charity Register in certain circumstances. [Read more about information on the Charity Register.](#)

People

Responsible People

The role of a 'Responsible Person' is an important one for registered charities. Generally, a charity's Responsible People are its board or committee members, or trustees.

| |
|---|
| <u>Amanda Healy</u> Role: Board Member |
| Associated charities → |

| |
|--|
| <u>Craig Heatley</u> Role: Board Member |
| Associated charities → |

| |
|--|
| <u>Elisa-Jane Fear</u> Role: Board Member |
| Associated charities → |

| |
|---|
| <u>Jeffrey Williams</u> Role: Board Member |
| Associated charities → |

| |
|--|
| <u>MARTYN JENKINS</u> Role: Secretary |
| Associated charities → |

| |
|--|
| <u>Matthew Mueller</u> Role: Director |
| Associated charities → |

| |
|--|
| <u>Melanie Gates</u> Role: Director |
| Associated charities → |

MONISH PAUL

Role: Director

[Associated charities](#)



DOCUMENTS

Annual reporting

| Title | Due date | Date received | Download |
|-----------------------------------|-----------------|----------------------|--------------------------|
| Annual Information Statement 2027 | No due date | Not required - group | — |
| Financial Report 2027 | No due date | Not required - group | — |
| Annual Information Statement 2026 | No due date | Not required - group | — |
| Financial Report 2026 | No due date | Not required - group | — |
| Annual Information Statement 2025 | No due date | Not required - group | — |
| Financial Report 2025 | No due date | Not required - group | — |
| Annual Information Statement 2024 | No due date | Not required - group | — |
| Financial Report 2024 | No due date | Not required - group | — |
| Annual Information Statement 2023 | 31 January 2024 | 16 January 2024 | View AIS |
| Financial Report 2023 | 31 January 2024 | 16 January 2024 | Download |
| Annual Information Statement 2022 | 31 January 2023 | 30 January 2023 | View AIS |
| Financial Report 2022 | 31 January 2023 | 30 January 2023 | Download |
| Annual Information Statement 2021 | 30 January 2022 | 31 January 2022 | View AIS |
| Financial Report 2021 | 30 January 2022 | 31 January 2022 | Download |
| Annual Information Statement 2020 | 30 January 2021 | 29 January 2021 | View AIS |
| Financial Report 2020 | 30 January 2021 | 29 January 2021 | Download |
| Annual Information Statement 2019 | 31 January 2020 | 9 January 2020 | View AIS |
| Financial Report 2019 | 31 January 2020 | 9 January 2020 | Download |
| Annual Information Statement 2018 | 30 March 2019 | 18 March 2019 | View AIS |
| Financial Report 2018 | 30 March 2019 | 14 March 2019 | Download |
| Annual Information Statement 2017 | 30 January 2018 | 18 December 2017 | View AIS |
| Financial Report 2017 | 30 January 2018 | 18 December 2017 | Download |
| Annual Information Statement 2016 | 30 January 2017 | 22 January 2017 | View AIS |
| Financial Report 2016 | 30 January 2017 | 22 January 2017 | Download |
| Annual Information Statement 2015 | 30 January 2016 | 22 December 2015 | View AIS |
| Financial Report 2015 | 30 January 2016 | 22 December 2015 | Download |
| Annual Information Statement 2014 | 30 January 2015 | 15 January 2015 | View AIS |
| Financial Report 2014 | 30 January 2015 | 15 January 2015 | Download |
| Annual Information Statement 2013 | 30 March 2014 | 27 March 2014 | View AIS |
| Financial Report 2013 | No due date | Not required | — |

Documents

| Title | Date | Reporting year | Download |
|--------------------|----------------|----------------|--------------------------|
| Governing Document | 6 August 2024 | — | Download |
| Annual Report | 9 January 2020 | 2019 | Download |

| Title | Date | Reporting year | Download |
|---------------|---------------|----------------|--|
| Annual Report | 14 March 2019 | 2018 |  Download |

History

The charity's subtype history

| Purpose | Start date | End date |
|--|------------------|------------------|
| Public Benevolent Institution (PBI) | 31 December 2013 | — |
| 2012 Public benevolent institution | 2 December 2012 | 30 December 2013 |
| 2012 Another purpose beneficial to the community | 2 December 2012 | 30 December 2013 |

Registration status history

| Effective date | Status |
|-----------------|------------|
| 2 December 2012 | Registered |



STORAGE GEELONG

IHG SKU 7600679

Storage Geelong 5 Tier Shelf Rivet Rolled Edge 1813 x 920 x 620mm

★★★★★ (0) Own it? Review It!

Wishlist

\$139

Earn 139 Mighty Rewards Points
[Join Mighty Rewards](#) or [Sign In](#)

PRODUCT DETAILS

- Each shelf of the unit supports up to 250kg when weight is evenly distributed across the shelf
- Uprights feature rolled edges and integrated leg joiners for superior structural strength and stability
- Shelves are made from MDF, giving even support for a variety of stored items and maximising usable shelf space
- Racked together with a rivet-slot system, the unit can be assembled quickly without bolts or complicated tools
- Flexible assembly options. Available in 3 Widths - 620W, 920W & 1220W

The [Storage Geelong 5 Tier Shelf Rivet Rolled Edge 1813 x 920 x 620mm](#) brings practical, heavy-duty storage to garages, workshops or sheds with a clean, matte black finish and smart rivet-style construction. This five-shelf unit delivers reliable support with a 250kg uniformly distributed load per shelf. Its rolled-edge uprights and integrated leg joiners give the frame extra stability, so once assembled it feels solid under weight.

The five MDF shelves are perfect for storing boxes, tools, paint cans or garden gear — and you get generous shelf depth for bulky items. Assembly is simple thanks to the rivet-slot design, meaning you won't need nuts or bolts to get it up and running. With flexible assembly options and availability in multiple widths, it makes a practical, space-saving storage solution for home garages or work-shop corners.



STORAGE GEELONG

IHG SKU 7600687

Storage Geelong 5 Tier Rolled Edge Shelving Unit 250kg 1.8m

★★★★★ 5.0 (1) Own it? Review It!

Wishlist

\$179

Earn 179 Mighty Rewards Points
[Join Mighty Rewards](#) or [Sign In](#)

Or buy now with interest-free installments

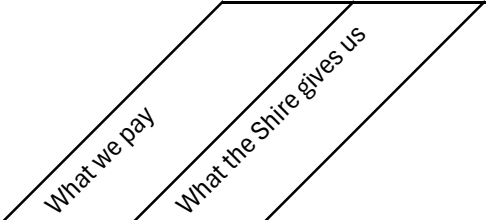
PRODUCT DETAILS

- 1220W x 620D x 1813H
- Easy rivet assembly method
- Matte texture black powder coated steel
- 5 MDF Shelves
- 250kg load limit UDL per shelf
- Rolled Edge Uprights with integrated leg joiner for added stability
- Flexible assembly options
- Available in 3 Widths - 620W, 920W & 1220W



Note! We pay all the GST initially and then claim it back via BAS so the initial cost is more like \$3,100

| EXPENDITURE | Inc GST | GST | Exc GST |
|---|----------|--------|----------|
| Observations Bag – Bag (#3271) | 685.90 | 62.35 | 623.55 |
| Observations Bag – Thermo (#0575) | 155.00 | 14.09 | 140.91 |
| Observations Bag – O2 (#2345) | 68.98 | 6.27 | 62.71 |
| Observations Bag – BP (#4910) | 14.90 | 1.35 | 13.55 |
| Observations Bag – BSL (#5601) | 30.00 | 2.73 | 27.27 |
| 2 x Yellow Medication Pouches – Bag (#3272) | 732.80 | 66.62 | 666.18 |
| Yellow Medication Pouch – Training Meds (#2416) | 169.60 | 15.42 | 154.18 |
| 2 x Oxygen Bags (#0574) | 1,008.92 | 91.72 | 917.20 |
| Suction Unit (#0127) | 674.40 | 61.31 | 613.09 |
| 4 x Birthing Kit Sheets | 510.28 | 46.39 | 463.89 |
| Blueys (#1322) | 13.53 | 1.23 | 12.30 |
| Mannequin – Shocklink System (#0259) | 784.50 | 71.32 | 713.18 |
| 3 x Geelong 5 Tier Shelf 1813 x 920 x 620 \$139.00 | 417.00 | 37.91 | 379.09 |
| 3 x Geelong 5 Tier Shelf 1813 x 1220 x 620 \$179.00 | 537.00 | 48.82 | 488.18 |
| | | 0.00 | 0.00 |
| | 5,802.81 | 527.53 | 5,275.28 |



| SJA | Grant | Total | |
|----------|----------|----------|--------|
| 311.77 | 311.77 | 623.55 | ex gst |
| 70.45 | 70.45 | 140.91 | ex gst |
| 31.35 | 31.35 | 62.71 | ex gst |
| 6.77 | 6.77 | 13.55 | ex gst |
| 13.64 | 13.64 | 27.27 | ex gst |
| 333.09 | 333.09 | 666.18 | ex gst |
| 77.09 | 77.09 | 154.18 | ex gst |
| 458.60 | 458.60 | 917.20 | ex gst |
| 306.55 | 306.55 | 613.09 | ex gst |
| 231.95 | 231.95 | 463.89 | ex gst |
| 6.15 | 6.15 | 12.30 | ex gst |
| 356.59 | 356.59 | 713.18 | ex gst |
| 189.55 | 189.55 | 379.09 | ex gst |
| 244.09 | 244.09 | 488.18 | ex gst |
| 0.00 | 0.00 | 0.00 | ex gst |
| 2,637.64 | 2,637.64 | 5,275.28 | ex gst |

10.3 Executive Manager Corporate Services

10.3.1 Schedule of Accounts Paid – April 2026

| | |
|------------------------|---|
| File Reference | 1.0053 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 11 May 2026 |
| Author | Mike Darby – Executive Manager Corporate Services |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments | 1. Schedule of Accounts Paid – April 2026 |

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for April 2026.

Background

Pursuant to Local Government Act 1995, Section 6.8 (2)(b), where expenditure has been incurred by a local government, it is to be reported to the next Ordinary Meeting of Council.

Consultation

Consultation has been undertaken with the Creditors Officer, Finance Officer and Executive Services Manager.

Statutory Environment

Local Government Act 1995, Section 6.8 (2)(b) and Local Government (Financial Management) Regulations 1996, clause 13 relates.

Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

Financial Implications

All expenditure has been approved via adoption of the 2025/26 Annual Budget or resulting from a Council resolution.

Strategic Implications

| | |
|--|--|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 4.0 Governance Priorities |
| Strategy: | 4.1 Our organisation is well positioned and has capacity for the future. |

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|--|-----------------|---------------------------|-------------|-------------------------|---|
| Failure to present a detailed listing of payments in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, clause 13, which may result in a qualified audit. | Rare (1) | Minor (2) | Low (1-4) | Compliance Requirements | Accept Officer Recommendation |

Risk Matrix

| Consequence Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|---------------------------|---|---------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of two (2) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The Schedule of Accounts Paid for April 2026 is presented to Council for notation.

Below is a summary of activity:

| <i>As at 30 April 2026</i> | | |
|----------------------------|--------------|---------|
| Payment Type | \$ | % |
| Cheque | \$22,874.45 | 3.53% |
| EFT (incl. Payroll) | \$589,104.28 | 90.99% |
| Trust EFT | \$0.00 | 0.00% |
| Direct Debit | \$33,637.29 | 5.20% |
| Credit Card | \$1,249.03 | 0.19% |
| Fuel Card | \$538.88 | 0.08% |
| Store Cards | \$0.00 | 0.00% |
| Total Payments | \$647,403.93 | 100.00% |

Voting Requirements

Simple Majority.

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 20260521.04

Moved: Cr Verhoogt

Seconded: Cr Crooks

That with respect to the Schedule of Accounts Paid for April 2026, Council note the Report as presented.

CARRIED 7/0

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil

| Schedule of Accounts Paid - April 2026 | | | | | | |
|---|----------|------------|---|--|----------------------|--------------------|
| Serial No | Chq/EFT | Date | Name | Description | Amount | Legend |
| Municipal Account Cheques | | | | | | |
| 1 | 59 | 17/04/2026 | WATER CORPORATION | WATER USAGE AT SHIRE PROPERTIES | \$22,874.45 | |
| | | | | | Total Cheques | \$22,874.45 |
| Municipal Account EFTs (incl. Payroll) | | | | | | |
| 2 | EFT25613 | 01/04/2026 | DEPARTMENT OF TRANSPORT (DOT CLEARING) | DOT CLEARING 30/03/2026 (EOM TRANSACTION) | \$3,268.30 | R |
| 3 | EFT25614 | 01/04/2026 | CHG-MERIDIAN AUSTRALIA PTY LTD | GYM EQUIPMENT RENTAL 01/04/2026 TO 30/06/2026 | \$1,304.39 | |
| 4 | | 08/04/2026 | PAYROLL DIRECT DEBIT OF NET PAYS | PAYROLL FORTNIGHT ENDING 08/04/2026 | \$89,947.88 | |
| 5 | EFT25616 | 09/04/2026 | COLPET BROWNLEY | MANAGEMENT OF LANDFILL SITE FOR FNE 08/04/2026 | \$1,805.30 | |
| 6 | EFT25617 | 09/04/2026 | SHIRE OF BRUCE ROCK | PAYROLL DEDUCTIONS | \$491.50 | |
| 7 | EFT25618 | 02/04/2026 | DEPARTMENT OF TRANSPORT (DOT CLEARING) | DOT CLEARING 31/03/2026 (EOM TRANSACTION) | \$89,736.70 | R |
| 8 | EFT25619 | 09/04/2026 | DEPARTMENT OF TRANSPORT DRIVER AND VEHICLE SERVICES (VI BAL OF REV EOM) | DOTMI VEHICLE INSPECTION BALANCE OF REVENUE MARCH 2026 (EOM TRANSACTION) | \$340.10 | R |
| 9 | EFT25620 | 14/04/2026 | DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY | BSL FOR MARCH 2026 | \$413.33 | |
| 10 | EFT25621 | 14/04/2026 | GREAT SOUTHERN FUEL SUPPLIES | FUEL FOR MARCH 2026 | \$717.79 | |
| 11 | EFT25622 | 14/04/2026 | LIBERTY OIL RURAL PTY LTD | DIESEL | \$48,511.27 | |
| 12 | EFT25623 | 20/04/2026 | AMANDA BUTLER | REIMBURSEMENT OF EXPENSES | \$119.90 | |
| 13 | EFT25624 | 20/04/2026 | AMPAC DEBT RECOVERY (WA) Pty Ltd | RATES DEBT RECOVERY | \$594.00 | R |
| 14 | EFT25625 | 20/04/2026 | ANASTASIYA CHUDAIEVA | REIMBURSEMENT OF EXPENSES | \$64.90 | |
| 15 | EFT25626 | 20/04/2026 | AUSTRALIA POST | POSTAL CHARGES FOR MARCH 2026 | \$109.81 | |
| 16 | EFT25627 | 20/04/2026 | AVON WASTE | KERBSIDE WASTE AND RECYCLING COLLECTIONS & BULK RECYCLING COLLECTIONS FOR MARCH 2026 | \$13,381.30 | |
| 17 | EFT25628 | 20/04/2026 | BLACKWOODS | COMPRESSOR OIL | \$216.59 | |
| 18 | EFT25629 | 20/04/2026 | BOB WADDELL & ASSOCIATES PTY LTD | FINANCIAL CONSULTING | \$2,772.00 | |
| 19 | EFT25630 | 20/04/2026 | BOOEKASY AUSTRALIA PTY LTD | ONLINE CARAVAN PARK BOOKING MARCH 2026 | \$220.00 | |
| 20 | EFT25631 | 20/04/2026 | BROWNLEY'S PLUMBING & GAS | PLUMBING WORKS AT SHIRE PROPERTIES | \$2,366.10 | |
| 21 | EFT25632 | 20/04/2026 | BRUCE ROCK DISTRICT CLUB | CATERING FOR SHIRE SPORTS MEETING 17/03/2026 | \$740.30 | |
| 22 | EFT25633 | 20/04/2026 | BRUCE ROCK ENGINEERING | SUPPLY, FIT, AND BALANCE TYRES TO BK05, BK373, BK6670, BK730 & BK604 | \$3,516.12 | |
| 23 | EFT25634 | 20/04/2026 | BRUCE ROCK HOCKEY CLUB | PAYMENT OF 50% FOR HIRE OF TURF CLEANER | \$455.45 | |
| 24 | EFT25635 | 20/04/2026 | CHRIS BRAY ELECTRICS PTY LTD | ELECTRICAL WORKS AT SHIRE PROPERTY | \$783.20 | |
| 25 | EFT25636 | 20/04/2026 | COMBINED PEST CONTROL WA P/L | RODENT BAITS FOR SHIRE PROPERTIES | \$198.00 | |
| 26 | EFT25637 | 20/04/2026 | CONNELLY IMAGES | SIGNS FOR AQUATIC CENTRE | \$242.00 | |
| 27 | EFT25638 | 20/04/2026 | COPIER SUPPORT | PHOTOCOPIER METER READING MARCH 2026 | \$865.79 | |
| 28 | EFT25639 | 20/04/2026 | CORPCLOUD PTY LTD | MED CENTRE IT SUPPORT | \$334.57 | |
| 29 | EFT25640 | 20/04/2026 | COUPLERS | BUTTERFLY VALVE FOR BATCHING PLANT | \$1,215.59 | |
| 30 | EFT25641 | 20/04/2026 | CREIGHAN HOLDINGS PTY LTD T/A C & F BUILDING APPROVALS | BUILDING PERMIT CONSULTATION MARCH 2026 | \$1,320.00 | |
| 31 | EFT25642 | 20/04/2026 | EASTERN HILLS SAWS & MOWERS | MOWER DRIVE CABLE | \$53.10 | |
| 32 | EFT25643 | 20/04/2026 | ECOSCAPE AUSTRALIA PTY LTD | PLAYGROUND DESIGN | \$6,352.50 | |
| 33 | EFT25644 | 20/04/2026 | ELEC TECH DIESEL SERVICES PTY LTD | AIRCON REPAIRS TO BK377 | \$654.64 | |
| 34 | EFT25645 | 20/04/2026 | HADDEO INFRASTRUCTURE AGRICULTURE PTY LTD T/A HARRIYANDLE FAMILY TRUST | EXECUTIVE SERVICES FOR WORKS DEPARTMENT MARCH 2026 | \$3,564.00 | |
| 35 | EFT25646 | 20/04/2026 | HOPKINS AUS PTY LTD T/A J & K HOPKINS | DESK FURNITURE FOR OFFICE | \$957.00 | |
| 36 | EFT25647 | 20/04/2026 | IRIS CONSULTING GROUP PTY LTD | LICENCE ACCESS FOR ERMB ONLINE COURSE | \$240.35 | |
| 37 | EFT25648 | 20/04/2026 | IT VISION SOFTWARE PTY LTD (TRADING AS READYTECH) | ADDITIONAL LICENCES FOR SYNERGY SOFT | \$781.59 | |
| 38 | EFT25649 | 20/04/2026 | JTB - JAPANESE TRUCK & BUS SPARES | PARTS FOR BK730 | \$2,606.85 | |
| 39 | EFT25650 | 20/04/2026 | MERREDIN TELEPHONE SERVICES | SUPPLY AND INSTALL CARD READER FOR DOOR AT SHIRE OFFICE | \$3,374.18 | |
| 40 | EFT25651 | 20/04/2026 | NAPA | WORKSHOP CONSUMABLES AND PARTS FOR BK604 | \$186.72 | |
| 41 | EFT25652 | 20/04/2026 | NB HARDWARE & AG SUPPLIES | FERTILIZER FOR OVAL AND MATERIALS FOR TOWNSITE GARDEN MAINTENANCE | \$4,812.43 | |
| 42 | EFT25653 | 20/04/2026 | NUTRIEN AG SOLUTIONS | CHEMICALS FOR TOWNSITE MAINTENANCE | \$116.60 | |
| 43 | EFT25654 | 20/04/2026 | OFFICEWORKS BUSINESS DIRECT | STATIONERY AND OFFICE EQUIPMENT | \$1,074.99 | |
| 44 | EFT25655 | 20/04/2026 | OMNICOM MEDIA GROUP AUSTRALIA PTY LTD | ADVERTISING SALE OF LAND FOR UNPAID RATES | \$719.28 | R |
| 45 | EFT25656 | 20/04/2026 | ORIGIN ENERGY RETAIL LIMITED | GAS BOTTLE RENTAL | \$40.00 | |
| 46 | EFT25657 | 20/04/2026 | PINGARNING PTY LTD (PROMPT SAFETY SOLUTIONS) | ANNUAL REVIEW OF WHS SAFETY MANAGEMENT SYSTEM 2026-2027 | \$2,200.00 | |
| 47 | EFT25658 | 20/04/2026 | PORTER EQUIPMENT AUSTRALIA PTY LTD | PARTS FOR BK06 | \$3,393.50 | |
| 48 | EFT25659 | 20/04/2026 | QUEST INNALOO | STAFF TRAINING ACCOMMODATION | \$2,373.07 | |
| 49 | EFT25660 | 20/04/2026 | SHIRE OF KELLERBERRIN | HIRE OF STREET SWEEPER FEBRUARY 2026 | \$6,660.00 | |
| 50 | EFT25661 | 20/04/2026 | SMITH EARTHMOVING | TURKEY NEST DAM UPGRADES AND GRAVEL & BRIDGE WORKS | \$46,229.50 | G |
| 51 | EFT25662 | 20/04/2026 | SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS | SUPPLY AND INSTALLATION OF NEW COMPUTER & ADMIN IT SUPPORT | \$4,342.26 | |
| 52 | EFT25663 | 20/04/2026 | ST JOHN AMBULANCE WESTERN AUSTRALIA LTD | DEFIBRILLATOR FOR MED CENTRE | \$1,705.00 | |
| 53 | EFT25664 | 20/04/2026 | STIHL SHOP MALAGA | PARTS FOR SMALL PLANT | \$243.00 | |
| 54 | EFT25665 | 20/04/2026 | SYNERGY | ELECTRICITY USAGE AT SHIRE PROPERTIES | \$10,681.85 | PR |
| 55 | EFT25666 | 20/04/2026 | TEAM GLOBAL EXPRESS PTY LTD | FREIGHT CHARGES | \$1,658.45 | |
| 56 | EFT25667 | 20/04/2026 | THE BRUCE ROCK HOTEL | COUNCIL LUNCHEAS AND REFRESHMENTS MARCH 2026 | \$326.50 | |
| 57 | EFT25668 | 20/04/2026 | THE ENTERTAINERS PTY LTD ATF THE TRUE GRIT TRUST | DEPOSIT FOR PERFORMANCE OF JOHN SCHUMAN & THE VAGABOND CREW AT VETS WEEKEND | \$8,250.00 | G |
| 58 | EFT25669 | 20/04/2026 | THE TRUSTEE FOR THE SHACKLETON BULK HAULAGE TRUST T/A SHACKLETON BULK HAULAGE | SUPPLY AND DELIVER METAL | \$8,535.29 | |
| 59 | EFT25670 | 20/04/2026 | TRANSTRUCT | MATERIALS FOR BRIDGE WORKS | \$112.33 | G |
| 60 | EFT25671 | 20/04/2026 | WA AGRISTORE PTY LTD | PARTS FOR EMULSION TANK/TRUCK | \$1,141.80 | |
| 61 | EFT25672 | 20/04/2026 | WA CONTRACT RANGER SERVICES | CONTRACT RANGER SERVICES MARCH 2026 | \$750.75 | |
| 62 | EFT25673 | 20/04/2026 | WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS | CLEANING PRODUCTS | \$371.05 | |
| 63 | EFT25674 | 20/04/2026 | WA POLICE FORCE | REGIONAL ROAD SAFETY PROGRAM PARTIAL GRANT RETURN | \$776.84 | G |
| 64 | EFT25675 | 20/04/2026 | WESTRAC PTY LTD | PARTS FOR BK727 | \$343.94 | |
| 65 | EFT25676 | 20/04/2026 | WHEATBELT UNIFORMS, SIGNS & SAFETY | SIGNAGE FOR AQUATIC CENTRE | \$410.41 | |
| 66 | | 22/04/2026 | PAYROLL DIRECT DEBIT OF NET PAYS | PAYROLL FORTNIGHT ENDING 22/04/2026 | \$90,407.80 | |
| 67 | EFT25677 | 23/04/2026 | ARDATH HOTEL | REFRESHMENTS FOR SHIRE Q&A SESSION | \$338.50 | |
| 68 | EFT25678 | 23/04/2026 | BOC LIMITED | GAS BOTTLE RENTAL | \$104.99 | |
| 69 | EFT25679 | 23/04/2026 | CHRIS BRAY ELECTRICS PTY LTD | ELECTRICAL WORKS AT SHIRE PROPERTY | \$286.00 | |
| 70 | EFT25680 | 23/04/2026 | COLPET BROWNLEY | MANAGEMENT OF LANDFILL SITE FOR FNE 22/04/2026 | \$2,063.20 | |
| 71 | EFT25681 | 23/04/2026 | FLEET FITNESS | SERVICE OF GYM EQUIPMENT | \$214.50 | |
| 72 | EFT25682 | 23/04/2026 | LUKERATIVE PLUMBING, GAS & MAINTENANCE | PLUMBING WORKS AT SHIRE PROPERTY | \$1,897.50 | |
| 73 | EFT25683 | 23/04/2026 | NUTRIEN AG SOLUTIONS | POOL PUMP FOR HYDRO POOL | \$751.41 | |
| 74 | EFT25684 | 23/04/2026 | PRINTEC WA PTY LTD | PRINTER TONERS FOR MED CENTRE | \$678.55 | |
| 75 | EFT25685 | 23/04/2026 | SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS | MICROSOFT LICENCE RENEWALS | \$2,409.00 | |
| 76 | EFT25686 | 23/04/2026 | STAR TRACK EXPRESS PTY LTD | FREIGHT CHARGES | \$1,454.49 | |
| 77 | EFT25687 | 23/04/2026 | SUPAGAS PTY LTD | GAS BOTTLE RENTAL | \$99.00 | |
| 78 | EFT25688 | 23/04/2026 | TELSTRA | HARVEST BAN SMS SERVICE | \$195.45 | |
| 79 | EFT25689 | 24/04/2026 | SHIRE OF BRUCE ROCK | PAYROLL DEDUCTIONS | \$491.50 | |
| 80 | EFT25690 | 30/04/2026 | ALL ABOUT SHADE | FINAL PAYMENT FOR OUTDOOR BLINDS AT SHIRE PROPERTY | \$1,100.00 | |
| 81 | EFT25691 | 30/04/2026 | AVON VALLEY TOYOTA | PURCHASE OF NEW BK2 | \$40,770.00 | |
| 82 | EFT25692 | 30/04/2026 | BOB WADDELL & ASSOCIATES PTY LTD | FINANCIAL CONSULTING | \$1,760.00 | |
| 83 | EFT25693 | 30/04/2026 | BRANDWORX AUSTRALIA | STAFF UNIFORMS | \$1,405.67 | |

| | | | | | | | |
|----------------------|------------|------------|--|--|----------------------------|---------------------|--|
| 84 | EFT25694 | 30/04/2026 | BRIANNA GUEST | REIMBURSEMENT OF EXPENSES | \$69.91 | | |
| 85 | EFT25695 | 30/04/2026 | BRUCE ROCK ENGINEERING | GRADER TYRE FOR BK511 | \$2,011.11 | | |
| 86 | EFT25696 | 30/04/2026 | BRUCE ROCK LPO | STATIONERY ITEMS | \$159.40 | | |
| 87 | EFT25697 | 30/04/2026 | BURGESS RAWSON PTY LTD | INDUSTRIAL RENT AND MANAGEMENT FEES | \$425.74 | | |
| 88 | EFT25698 | 30/04/2026 | CEMENT AUSTRALIA WA | SUPPLY OF GP CEMENT | \$16,181.47 | | |
| 89 | EFT25699 | 30/04/2026 | COPIER SUPPORT | PHOTOCOPIER METER READING APRIL 2026 | \$286.65 | | |
| 90 | EFT25700 | 30/04/2026 | ECOWATER SERVICES | ATU SERVICE | \$265.00 | | |
| 91 | EFT25701 | 30/04/2026 | FLEET COMMERCIAL GYMNASIUMS PTY LTD | REPLACEMENT BIKE FOR GYM | \$3,289.00 | | |
| 92 | EFT25702 | 30/04/2026 | JTB - JAPANESE TRUCK & BUS SPARES | PARTS FOR BK377 | \$115.95 | | |
| 93 | EFT25703 | 30/04/2026 | MELISSA SCHILLING | REIMBURSEMENT OF EXPENSES | \$506.85 | | |
| 94 | EFT25704 | 30/04/2026 | MERREDIN FLOWERS AND GIFTS | WREATH FOR ANZAC DAY 2026 | \$130.00 | | |
| 95 | EFT25705 | 30/04/2026 | MINI GOLF SUPPLIES AUSTRALIA | MINI GOLF SUPPLIES | \$252.25 | | |
| 96 | EFT25706 | 30/04/2026 | NAPA | PARTS FOR BK604 | \$1,468.06 | | |
| 97 | EFT25707 | 30/04/2026 | NB HARDWARE & AG SUPPLIES | MATERIALS FOR GARDEN MAINTENANCE | \$559.50 | | |
| 98 | EFT25708 | 30/04/2026 | NORTHAM CARPET COURT | FINAL PAYMENT FOR SUPPLY AND INSTALL OF CARPET AT SHIRE PROPERTIES | \$4,120.00 | | |
| 99 | EFT25709 | 30/04/2026 | OFFICEWORKS BUSINESS DIRECT | REPLACEMENT PRINTER FOR DEPOT | \$357.95 | | |
| 100 | EFT25710 | 30/04/2026 | POOL ROBOTICS PERTH | PARTS AND REPAIRS FOR ROBOTIC POOL CLEANER | \$3,048.40 | | |
| 101 | EFT25711 | 30/04/2026 | QUEST INNALOO | STAFF TRAINING ACCOMMODATION | \$1,019.65 | R | |
| 102 | EFT25712 | 30/04/2026 | R2K CONTRACTING | PARTS FOR BK6556 | \$196.60 | | |
| 103 | EFT25713 | 30/04/2026 | RAMESH RAJAGOPALAN | ELECTED MEMBER FEES AND EXPENSES CLAIM FOR FEBRUARY & MARCH 2026 | \$1,308.00 | | |
| 104 | EFT25714 | 30/04/2026 | SHACKLETON BOWLING CLUB | COMMUNITY GRANT | \$4,485.00 | | |
| 105 | EFT25715 | 30/04/2026 | SULLIVAN LOGISTICS PTY LTD | FREIGHT CHARGE | \$165.59 | | |
| 106 | EFT25716 | 30/04/2026 | SUPAGAS PTY LTD | GAS TANK REFILL AT REC CENTRE | \$2,264.29 | | |
| 107 | EFT25717 | 30/04/2026 | SYNERGY | ELECTRICITY USAGE AT SHIRE PROPERTY | \$2,465.42 | | |
| 108 | EFT25718 | 30/04/2026 | TEAM GLOBAL EXPRESS PTY LTD | FREIGHT CHARGES | \$1,798.74 | | |
| 109 | EFT25719 | 30/04/2026 | WA AGRISTORE PTY LTD | TOOLS AND MATERIALS FOR SHIRE PROPERTIES MAINTENANCE | \$418.66 | | |
| 110 | EFT25720 | 30/04/2026 | WA CONTRACT RANGER SERVICES | CONTRACT RANGER SERVICES APRIL 2026 | \$941.88 | | |
| 111 | EFT25721 | 30/04/2026 | WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS | CLEANING PRODUCTS | \$977.05 | | |
| 112 | EFT25722 | 30/04/2026 | WESTRAC PTY LTD | PARTS FOR BK06 AND BK512 | \$47.62 | | |
| 113 | EFT25744 | 29/04/2026 | COMMONWEALTH BANK CORPORATE CHARGE CARDS | CREDIT CARD FOR APRIL 2026 | \$1,249.03 | | |
| | | | | | Total EFTs | \$589,104.28 | |
| Direct Debits | | | | | | | |
| 114 | DD11291.1 | 08/04/2026 | AWARE SUPER PTY LTD | PAYROLL DEDUCTIONS | \$6,820.27 | | |
| 115 | DD11291.2 | 08/04/2026 | CATHOLIC SUPER | SUPERANNUATION CONTRIBUTIONS | \$321.58 | | |
| 116 | DD11291.3 | 08/04/2026 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | \$4,706.78 | | |
| 117 | DD11291.4 | 08/04/2026 | PANORAMA SUPER | SUPERANNUATION CONTRIBUTIONS | \$1,440.94 | | |
| 118 | DD11291.5 | 08/04/2026 | HOST PLUS SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | \$1,660.12 | | |
| 119 | DD11291.6 | 08/04/2026 | MACQUARIE SUPER MANAGER II | SUPERANNUATION CONTRIBUTIONS | \$302.70 | | |
| 120 | DD11291.7 | 08/04/2026 | PRIME SUPER | SUPERANNUATION CONTRIBUTIONS | \$703.78 | | |
| 121 | DD11291.8 | 08/04/2026 | MERCER SUPER TRUST | SUPERANNUATION CONTRIBUTIONS | \$332.42 | | |
| 122 | DD11291.9 | 08/04/2026 | HESTA | SUPERANNUATION CONTRIBUTIONS | \$161.85 | | |
| 123 | DD11326.1 | 22/04/2026 | AWARE SUPER PTY LTD | PAYROLL DEDUCTIONS | \$6,621.08 | | |
| 124 | DD11326.2 | 22/04/2026 | CATHOLIC SUPER | SUPERANNUATION CONTRIBUTIONS | \$321.58 | | |
| 125 | DD11326.3 | 22/04/2026 | AUSTRALIAN SUPER | SUPERANNUATION CONTRIBUTIONS | \$4,779.48 | | |
| 126 | DD11326.4 | 22/04/2026 | PANORAMA SUPER | SUPERANNUATION CONTRIBUTIONS | \$1,440.94 | | |
| 127 | DD11326.5 | 22/04/2026 | HOST PLUS SUPERANNUATION | SUPERANNUATION CONTRIBUTIONS | \$1,666.47 | | |
| 128 | DD11326.6 | 22/04/2026 | MACQUARIE SUPER MANAGER II | SUPERANNUATION CONTRIBUTIONS | \$294.52 | | |
| 129 | DD11326.7 | 22/04/2026 | PRIME SUPER | SUPERANNUATION CONTRIBUTIONS | \$705.72 | | |
| 130 | DD11326.8 | 22/04/2026 | MERCER SUPER TRUST | SUPERANNUATION CONTRIBUTIONS | \$332.42 | | |
| 131 | DD11326.9 | 22/04/2026 | HESTA | SUPERANNUATION CONTRIBUTIONS | \$129.81 | | |
| 132 | DD11291.10 | 08/04/2026 | MLC MASTERKEY-PERSONAL SUPER | SUPERANNUATION CONTRIBUTIONS | \$340.72 | | |
| 133 | DD11326.10 | 22/04/2026 | MLC MASTERKEY-PERSONAL SUPER | SUPERANNUATION CONTRIBUTIONS | \$554.11 | | |
| | | | | | Total Direct Debits | \$33,637.29 | |

| Credit Cards | | | | |
|-----------------------------------|------------|--------------------------|--|-------------------|
| 134 | 27/03/2026 | OPENAI | CHAT GPT PRO FOR OFFICER | \$31.71 |
| 135 | 27/03/2026 | COMM BANK | INTERNATIONAL TRANSACTION FEE | \$0.79 |
| 136 | 31/03/2026 | MERREDIN SUPA IGA | EASTER EGGS FOR CRC EGG HUNT | \$67.50 |
| 137 | 12/04/2026 | BP WILLIAMS | DIESEL | \$93.60 |
| 138 | 14/04/2026 | HEALTHENGINE | HEALTH ENGINE APP, SMS RECALLS & NEW PATIENTS | \$176.00 |
| 139 | 15/04/2026 | SHACKLETON DISTRICT CLUB | CATERING & REFRESHMENTS FOR SHACKLETON Q&A SESSION | \$264.10 |
| 140 | 17/04/2026 | OPENAI | CHAT GPT PRO FOR OFFICER | \$66.71 |
| 141 | 24/04/2026 | SHACKLETON DISTRICT CLUB | CATERING & REFRESHMENTS FOR SHACKLETON Q&A SESSION | \$57.00 |
| 142 | 24/04/2026 | CANVA | RENEW SUBSCRIPTION TO CANVA PRO | \$407.11 |
| 143 | 25/04/2026 | OPENAI | CHAT GPT PRO FOR OFFICER | \$30.95 |
| 144 | 25/04/2026 | COMM BANK | INTERNATIONAL TRANSACTION FEE | 0.77 |
| 145 | 27/04/2026 | BUNNINGS GROUP LTD | CONVEX MIRROR FOR MED CENTRE | 52.79 |
| Total Credit Card Payments | | | | \$1,249.03 |
| Fuel Cards | | | | |
| Card One | | | | |
| 146 | 04/04/2026 | BRUCE ROCK OPT | UNLEADED FOR DOCTOR'S CAR | \$73.67 |
| 147 | 07/04/2026 | BP ARMADALE | UNLEADED FOR DOCTOR'S CAR | \$63.52 |
| 148 | 07/04/2026 | BP ARMADALE | BP PLUS FEE | \$0.38 |
| 149 | 13/04/2026 | BP ARMADALE | UNLEADED FOR DOCTOR'S CAR | \$118.09 |
| 150 | 13/04/2026 | BP ARMADALE | BP PLUS FEE | \$0.38 |
| 151 | 28/04/2026 | BP ARMADALE | UNLEADED FOR DOCTOR'S CAR | \$51.14 |
| 152 | 28/04/2026 | BP ARMADALE | BP PLUS FEE | \$0.38 |
| Card One Total | | | | \$307.56 |
| Card Five | | | | |
| 153 | 24/04/2026 | BP BALDIVIS | UNLEADED FOR DCEO'S CAR | \$98.69 |
| 154 | 24/04/2026 | BP BALDIVIS | BP PLUS FEE | \$0.38 |
| 155 | 30/04/2026 | BP QUAIRADING | UNLEADED FOR DCEO'S CAR | \$131.87 |
| 156 | 30/04/2026 | BP QUAIRADING | BP PLUS FEE | 0.38 |
| Card Four C Total | | | | \$231.32 |
| Total Fuel Card Payments | | | | \$538.88 |

| Legend | |
|--------|-----------------------|
| R | Recoverable |
| PR | Partially Recoverable |
| G | Grant Funded |
| PG | Partial Grant Funded |
| F | Funded |
| PF | Partially Funded |

| | | | |
|---|--|---------------------|----------------|
| Total Municipal Account Cheque Payments | | \$22,874.45 | 3.53% |
| Total Municipal Account EFT Payments (incl. Payroll) | | \$589,104.28 | 90.99% |
| Total Trust Account EFT Payments | | \$0.00 | 0.00% |
| Total Trust Account Cheque Payments | | \$0.00 | 0.00% |
| Direct Debits | | \$33,637.29 | 5.20% |
| Credit Cards | | \$1,249.03 | 0.19% |
| Fuel Cards | | \$538.88 | 0.08% |
| Total | | \$647,403.93 | 100.00% |

10.3.2 Monthly Financial Reports – April 2026

| | |
|------------------------|---|
| File Reference | 12.8.1 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 11 May 2026 |
| Author | Mike Darby - Executive Manager Corporate Services |
| Authorising Officer | Mark Furr - Chief Executive Officer |
| Attachments | 1. Monthly Financial Report for April 2026 |

Summary

In accordance with the Local Government Financial Management Regulations (1996), the Shire of Bruce Rock is to prepare a monthly Statement of Financial Activity for notation by Council.

Background

Nil

Consultation

Consultation has been undertaken with the Chief Executive Officer.

Statutory Environment

Local Government (Financial Management) Regulations 1996, regulation 34 relates.

Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

Financial Implications

All expenditure has been approved via adoption of the 2025/26 Annual Budget.

Council is requested to review the April 2026 Monthly Financial Reports, noting that Council is advised of the following matters:

- The overall financial position for April 2026 currently stands at \$765,717 in surplus; a positive variant of \$261,951.
- Rates –The amount received to date is 94.8% of the total to be collected, and there is still more than \$92k still to be collected from both current rates and arrears. It should be noted that there is approximately \$28k related to Pensioner Rates and ESL Deferrals.
- The current amount of \$21,704 for 90+ day debts include 15 outstanding amounts which are being followed up.
- A total of 156 transactions to the value of \$647,403, including 132 Electronic Fund Transfers and Direct Debits were paid in April 2026, of which the vast majority were paid within 30 days.

- Capital projects – Year to date, a total of 13 or (42%) projects are now complete, with a further 14 or 45% in progress and nearing completion before the end of the financial year. It is likely that a further 4 or 13% of the projects will carry over into the next financial year due to various factors that have resulted in delays to the projects commencement and or completion.
- Employee costs for April have a positive variance of \$403K. The Shire has incurred year to date outsourced service delivery costs of \$133k. These costs are associated with finance, technical services, ranger services, waste contractors, environmental health, town planning and building services. These services are outsourced arrangements rather than charged directly via employee salary and wage costs. The total year to date cost, combining employee and outsourced services is \$2,661,988, resulting in a positive variance of \$270,389 year to date.

Strategic Implications

| | |
|--|--|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 4.0 Governance Priorities |
| Strategy: | 4.1 Our organisation is well positioned and has capacity for the future. |

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|--|-----------------|---------------------------|-------------|-------------------------|---|
| Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's Financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit. | Rare (1) | Moderate (3) | Low (1-4) | Compliance Requirements | Accept Officer Recommendation |

Risk Matrix

| Consequence \ Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|--------------------------|---|---------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following

objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of three (3) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The April 2026 Monthly Financial Report is presented for review.

Voting Requirements

Simple Majority.

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 20260521.05

Moved: Cr Buegge

Seconded: Cr Foss

That with respect to the Monthly Financial Report for April 2026, Council note the Reports as presented.

CARRIED 7/0

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil



SHIRE OF BRUCE ROCK

MONTHLY FINANCIAL REPORT

(Containing the Statement of Financial Activity)

FOR THE PERIOD ENDED 30 APRIL 2026

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2026

BY NATURE

| | Ref Note | Adopted Annual Budget (a) \$ | Amended Annual Budget (d) \$ | Amended YTD Budget (c) \$ | YTD Actual (b) \$ | Variance \$ (c) - (b) \$ | Variance % ((c) - (b))/(b) % | Var. ▲▼ |
|--|-------------|---------------------------------------|---------------------------------------|------------------------------------|----------------------------|-----------------------------------|--|------------|
| OPERATING ACTIVITIES | | | | | | | | |
| Revenue from operating activities | | | | | | | | |
| Rates | | 2,036,226 | 2,033,237 | 2,033,238 | 2,034,071 | 833 | 0.04% | |
| Operating grants, subsidies and contributions | | 2,129,778 | 2,145,117 | 1,704,839 | 1,691,590 | (13,249) | (0.78%) | |
| Fees and charges | | 1,228,902 | 1,252,827 | 1,074,470 | 1,018,352 | (56,118) | (5.22%) | |
| Interest earnings | | 136,584 | 136,584 | 111,642 | 89,335 | (22,307) | (19.98%) | ▼ |
| Other revenue | | 177,712 | 177,712 | 67,468 | 112,538 | 45,070 | 66.80% | ▲ |
| Profit on disposal of assets | | 7,211 | 7,211 | 7,209 | 0 | (7,209) | (100.00%) | ▼ |
| | | 5,716,412 | 5,752,688 | 4,998,866 | 4,945,887 | (52,979) | (1.06%) | |
| Expenditure from operating activities | | | | | | | | |
| Employee costs | | (3,523,559) | (3,525,862) | (2,932,377) | (2,528,872) | 403,505 | 13.76% | ▲ |
| Materials and contracts | | (1,821,974) | (1,946,847) | (1,690,846) | (1,581,434) | 109,412 | 6.47% | |
| Utility charges | | (310,540) | (309,110) | (262,170) | (255,164) | 7,006 | 2.67% | |
| Depreciation on non-current assets | | (6,373,502) | (6,373,502) | (5,311,020) | (5,290,843) | 20,177 | 0.38% | |
| Interest expenses | | (126,075) | (126,075) | (62,467) | (38,376) | 24,091 | 38.57% | ▲ |
| Insurance expenses | | (265,316) | (262,875) | (262,764) | (246,310) | 16,454 | 6.26% | |
| Other expenditure | | (177,283) | (156,233) | (114,158) | (111,068) | 3,090 | 2.71% | |
| Loss on disposal of assets | | (1,923) | (30,353) | (28,001) | (26,126) | 1,875 | 6.70% | |
| | | (12,600,172) | (12,730,857) | (10,663,803) | (10,078,193) | 585,610 | (5.49%) | |
| Non-cash amounts excluded from operating activities | | 6,373,559 | 6,401,989 | 5,337,157 | 5,340,253 | 3,096 | 0.06% | |
| Amount attributable to operating activities | | (510,201) | (576,181) | (327,780) | 207,946 | 535,726 | (163.44%) | |
| INVESTING ACTIVITIES | | | | | | | | |
| Inflows from investing activities | | | | | | | | |
| Proceeds from capital grants, subsidies and contributions | | 1,851,100 | 1,851,100 | 1,761,084 | 656,601 | (1,104,483) | (62.72%) | ▼ |
| Proceeds from disposal of assets | | 57,000 | 162,000 | 148,659 | 104,545 | (44,114) | (29.67%) | ▼ |
| | | 1,908,100 | 2,013,100 | 1,909,743 | 761,147 | (1,148,596) | (60.14%) | |
| Outflows from investing activities | | | | | | | | |
| Payments for inventories, property, plant and equipment and infrastructure | | (2,918,240) | (3,107,258) | (2,986,250) | (2,110,229) | 876,021 | 29.34% | ▲ |
| | | (2,918,240) | (3,107,258) | (2,986,250) | (2,110,229) | 876,021 | (29.34%) | |
| Amount attributable to investing activities | | (1,010,140) | (1,094,158) | (1,076,507) | (1,349,082) | (272,575) | 25.32% | |
| FINANCING ACTIVITIES | | | | | | | | |
| Inflows from financing activities | | | | | | | | |
| Proceeds from new debentures | 11 | 385,000 | 385,000 | 385,000 | 385,000 | 0 | 0.00% | |
| Transfer from reserves | | 92,000 | 92,000 | 92,000 | 92,000 | 0 | 0.00% | |
| | | 477,000 | 477,000 | 477,000 | 477,000 | | | |
| Outflows from financing activities | | | | | | | | |
| Repayment of borrowings | | (129,090) | (129,090) | (49,950) | (49,492) | 458 | 0.92% | |
| Payments for principal portion of lease liabilities | | (6,987) | (6,987) | 0 | 0 | 0 | 0.00% | |
| Transfer to reserves | | (343,181) | (230,181) | (78,593) | (80,251) | (1,658) | (2.11%) | |
| | | (479,258) | (366,258) | (128,543) | (129,743) | (1,200) | 0.93% | |
| Amount attributable to financing activities | | (2,258) | 110,742 | 348,457 | 347,257 | (1,200) | (0.34%) | |
| MOVEMENT IN SURPLUS OR DEFICIT | | | | | | | | |
| Surplus or deficit at the start of the financial year | | 1,522,598 | 1,559,596 | 1,559,596 | 1,559,596 | 0 | 0.00% | |
| Amount attributable to operating activities | | (510,201) | (576,181) | (327,780) | 207,946 | 535,726 | (163.44%) | |
| Amount attributable to investing activities | | (1,010,140) | (1,094,158) | (1,076,507) | (1,349,082) | (272,575) | 25.32% | |
| Amount attributable to financing activities | | (2,258) | 110,742 | 348,457 | 347,257 | (1,200) | (0.34%) | |
| Surplus or deficit at the end of the financial year | | (1) | (0) | 503,766 | 765,717 | 261,951 | 52.00% | ▲ |

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to the Explanation of Variances Note for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2026**

EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2025-26 year is \$5,000 or 10.0% whichever is the greater.

| Nature or type | | | Explanation of positive variances | | Explanation of negative variances | |
|--|----------------|---------------|-----------------------------------|--|---|---|
| | Var. \$ | Var. % | Timing | Permanent | Timing | Permanent |
| | \$ | % | | | | |
| Revenue from operating activities | | | | | | |
| Interest earnings | (22,307) | (19.98%) | ▼ | | | Interest on Investments tracking lower than budgeted. Interest will be recognised on maturity of the investments. |
| Other revenue | 45,070 | 66.80% | ▲ | | Positive variance is mainly due to receipts from insurance claims and sale of surplus plant items, which were not budgeted for. | |
| Profit on disposal of assets | (7,209) | (100.00%) | ▼ | | | Some asset disposals have not yet taken place. |
| Expenditure from operating activities | | | | | | |
| Employee costs | 403,505 | 13.76% | ▲ | Actual Employee Cost expenditure generally tracking behind budgeted expenditure. | | |
| Investing activities | | | | | | |
| Proceeds from capital grants, subsidies and contributions | (1,104,483) | (62.72%) | ▼ | | | Budget allocations for completed projects which are grant related in this FY are ahead of actuals. |
| Proceeds from disposal of assets | (44,114) | (29.67%) | ▼ | | | Some asset disposals have not yet taken place. |
| Payments for inventories, property, plant and equipment | 876,021 | 29.34% | ▲ | Expenditure on capital projects is behind budget phasing. | | |
| Surplus or deficit at the end of the financial year | 261,951 | 52.00% | ▲ | Budget Phasing based on Monthly Distribution | | |

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2026

BY PROGRAM

| | Adopted Annual Budget (a) | Amended Annual Budget (d) | Amended YTD Budget (c) | YTD Actual (b) | Variance \$ (c) - (b) | Variance % ((c) - (b))/(b) | Var. ▲▼ |
|--|------------------------------------|---------------------------------|------------------------------|----------------------|-----------------------------|----------------------------------|------------|
| Note | \$ | \$ | \$ | \$ | \$ | % | |
| OPERATING ACTIVITIES | | | | | | | |
| Revenue from operating activities | | | | | | | |
| Governance | 53,140 | 53,140 | 44,853 | 44,616 | (237) | (0.53%) | |
| General Purpose Funding - Rates | 2,036,226 | 2,033,237 | 2,033,238 | 2,034,071 | 833 | 0.04% | |
| General Purpose Funding - Other | 1,858,691 | 1,868,030 | 1,418,353 | 1,393,422 | (24,931) | (1.76%) | |
| Law, Order and Public Safety | 37,900 | 37,900 | 34,989 | 34,341 | (648) | (1.85%) | |
| Health | 94,040 | 106,040 | 82,206 | 76,707 | (5,499) | (6.69%) | |
| Housing | 218,578 | 230,503 | 193,220 | 197,530 | 4,310 | 2.23% | |
| Community Amenities | 211,431 | 211,431 | 205,711 | 209,033 | 3,322 | 1.62% | |
| Recreation and Culture | 101,622 | 101,622 | 92,661 | 90,404 | (2,257) | (2.44%) | |
| Transport | 482,387 | 482,387 | 447,545 | 440,848 | (6,697) | (1.50%) | |
| Economic Services | 321,166 | 321,166 | 269,150 | 290,548 | 21,398 | 7.95% | |
| Other Property and Services | 290,011 | 290,011 | 162,210 | 114,003 | (48,207) | (29.72%) | ▼ |
| | 5,716,412 | 5,752,688 | 4,998,866 | 4,945,887 | (52,979) | (1.06%) | |
| Expenditure from operating activities | | | | | | | |
| Governance | (600,770) | (637,393) | (572,372) | (440,079) | 132,293 | 23.11% | ▲ |
| General Purpose Funding | (107,017) | (107,017) | (83,076) | (77,563) | 5,513 | 6.64% | |
| Law, Order and Public Safety | (258,576) | (273,076) | (234,020) | (198,688) | 35,332 | 15.10% | ▲ |
| Health | (387,118) | (416,658) | (350,644) | (275,531) | 75,113 | 21.42% | ▲ |
| Education and Welfare | (133,797) | (146,781) | (123,072) | (111,840) | 11,232 | 9.13% | |
| Housing | (424,765) | (448,647) | (379,898) | (283,629) | 96,269 | 25.34% | ▲ |
| Community Amenities | (345,958) | (356,822) | (299,391) | (282,977) | 16,414 | 5.48% | |
| Recreation and Culture | (2,301,996) | (2,287,255) | (1,933,626) | (1,761,128) | 172,498 | 8.92% | |
| Transport | (6,687,218) | (6,658,687) | (5,501,509) | (5,099,525) | 401,984 | 7.31% | |
| Economic Services | (1,222,173) | (1,242,443) | (1,025,849) | (1,033,161) | (7,312) | (0.71%) | |
| Other Property and Services | (130,785) | (156,079) | (160,346) | (514,073) | (353,727) | (220.60%) | ▼ |
| | (12,600,172) | (12,730,857) | (10,663,803) | (10,078,193) | 585,610 | 5.49% | |
| Non-cash amounts excluded from operating activities | 6,373,559 | 6,401,989 | 5,337,157 | 5,340,253 | (52,663) | 23.69% | |
| Amount attributable to operating activities | (510,201) | (576,181) | (327,780) | 207,946 | 535,726 | (163.44%) | |
| INVESTING ACTIVITIES | | | | | | | |
| Inflows from investing activities | | | | | | | |
| Proceeds from capital grants, subsidies and contributions | 1,851,100 | 1,851,100 | 1,761,084 | 656,601 | (1,104,483) | (62.72%) | ▼ |
| Proceeds from Disposal of Assets | 57,000 | 162,000 | 148,659 | 104,545 | (44,114) | (29.67%) | ▼ |
| | 1,908,100 | 2,013,100 | 1,909,743 | 761,147 | (1,148,596) | (60.14%) | |
| Outflows from investing activities | | | | | | | |
| Payments for inventories, property, plant and equipment and infrastructure | (2,918,240) | (3,107,258) | (2,986,250) | (2,110,229) | 876,021 | 29.34% | ▲ |
| | (2,918,240) | (3,107,258) | (2,986,250) | (2,110,229) | 876,021 | (29.34%) | |
| Amount attributable to investing activities | (1,010,140) | (1,094,158) | (1,076,507) | (1,349,082) | (272,575) | 25.32% | |
| FINANCING ACTIVITIES | | | | | | | |
| Inflows from financing activities | | | | | | | |
| Proceeds from New Debentures | 385,000 | 385,000 | 385,000 | 385,000 | 0 | 0.00% | |
| Transfer from Reserves | 92,000 | 92,000 | 92,000 | 92,000 | 0 | 0.00% | |
| | 477,000 | 477,000 | 477,000 | 477,000 | 0 | 0.00% | |
| Outflows from financing activities | | | | | | | |
| Repayment of borrowings | (129,090) | (129,090) | (49,950) | 0 | 49,950 | 100.00% | ▲ |
| Payments for principal portion of lease liabilities | (6,987) | (6,987) | 0 | (49,492) | (49,492) | 0.00% | ▼ |
| Transfer to Reserves | (343,181) | (230,181) | (78,593) | (80,251) | (1,658) | (2.11%) | |
| | (479,258) | (366,258) | (128,543) | (129,743) | (1,200) | (0.93%) | |
| Amount attributable to financing activities | (2,258) | 110,742 | 348,457 | 347,257 | (1,200) | 0.34% | |
| MOVEMENT IN SURPLUS OR DEFICIT | | | | | | | |
| Surplus or deficit at the start of the financial year | 1,522,598 | 1,559,596 | 1,559,596 | 1,559,596 | 0 | 0.00% | |
| Amount attributable to operating activities | (510,201) | (576,181) | (327,780) | 207,946 | 535,726 | (163.44%) | |
| Amount attributable to investing activities | (1,010,140) | (1,094,158) | (1,076,507) | (1,349,082) | (272,575) | 25.32% | |
| Amount attributable to financing activities | (2,258) | 110,742 | 348,457 | 347,257 | (1,200) | (0.34%) | |
| Surplus or deficit at the end of the financial year | (1) | (0) | 503,766 | 765,717 | 261,951 | 52.00% | ▲ |

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 15 for an explanation of the reasons for the variance. The material variance adopted by Council for the 2022/23 year is \$10,000 and 10%.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF BRUCE ROCK
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 APRIL 2026

| | 30 June 2025 | 30 April 2026 |
|--------------------------------------|--------------------|--------------------|
| | \$ | \$ |
| CURRENT ASSETS | | |
| Cash and cash equivalents | 2,688,248 | 2,165,881 |
| Trade and other receivables | 626,442 | 193,161 |
| Inventories | 43,152 | 63,396 |
| Contract assets | 284,527 | 0 |
| Other assets | 11,778 | 0 |
| TOTAL CURRENT ASSETS | 3,654,147 | 2,422,438 |
| NON-CURRENT ASSETS | | |
| Trade and other receivables | 29,649 | 9,087 |
| Other financial assets | 79,620 | 79,620 |
| Property, plant and equipment | 66,650,557 | 50,664,243 |
| Infrastructure | 155,029,271 | 167,708,361 |
| Right-of-use assets | 22,653 | 18,591 |
| TOTAL NON-CURRENT ASSETS | 221,811,750 | 218,479,902 |
| TOTAL ASSETS | 225,465,897 | 220,902,340 |
| CURRENT LIABILITIES | | |
| Trade and other payables | 453,375 | 122,936 |
| Other liabilities | 319,205 | 226,286 |
| Lease liabilities | 6,986 | 6,986 |
| Borrowings | 99,900 | 50,408 |
| Employee related provisions | 367,577 | 367,577 |
| TOTAL CURRENT LIABILITIES | 1,247,044 | 774,192 |
| NON-CURRENT LIABILITIES | | |
| Lease liabilities | 13,841 | 13,841 |
| Borrowings | 2,005,515 | 2,390,515 |
| Employee related provisions | 46,575 | 46,575 |
| TOTAL NON-CURRENT LIABILITIES | 2,065,931 | 2,450,931 |
| TOTAL LIABILITIES | 3,312,974 | 3,225,123 |
| NET ASSETS | 222,152,923 | 217,677,217 |
| EQUITY | | |
| Retained surplus | 23,592,705 | 19,128,749 |
| Reserve accounts | 1,088,025 | 1,076,276 |
| Revaluation surplus | 197,472,192 | 197,472,192 |
| TOTAL EQUITY | 222,152,923 | 217,677,217 |

This statement is to be read in conjunction with the accompanying notes.

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

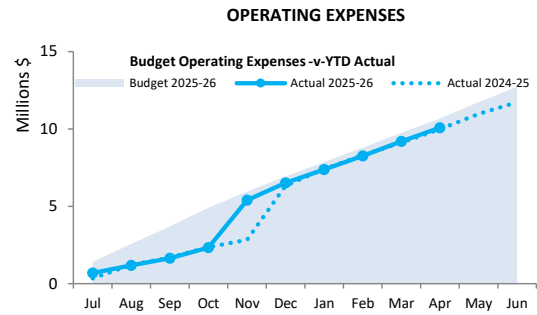
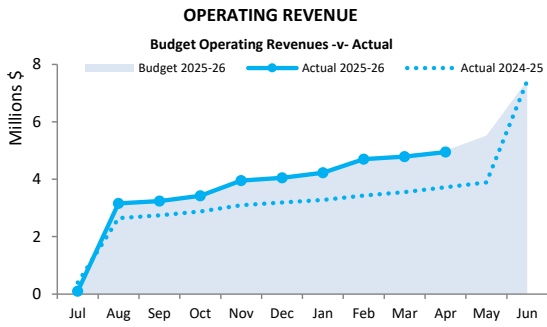
GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

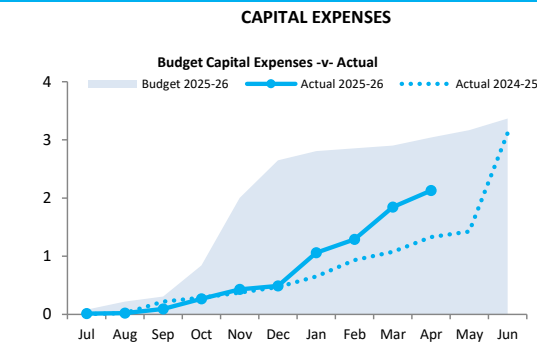
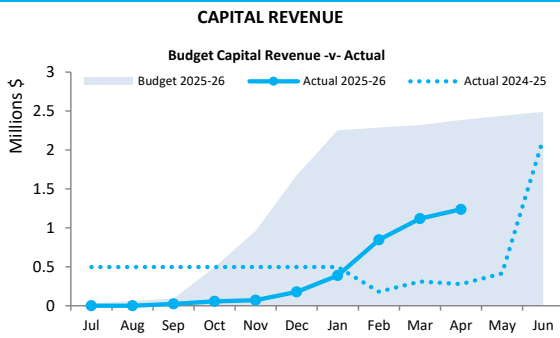
ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

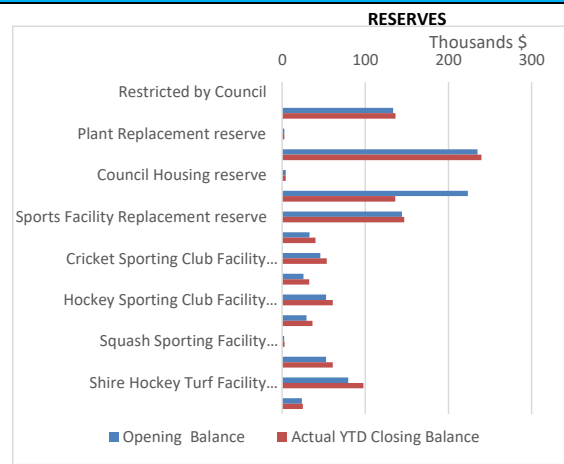
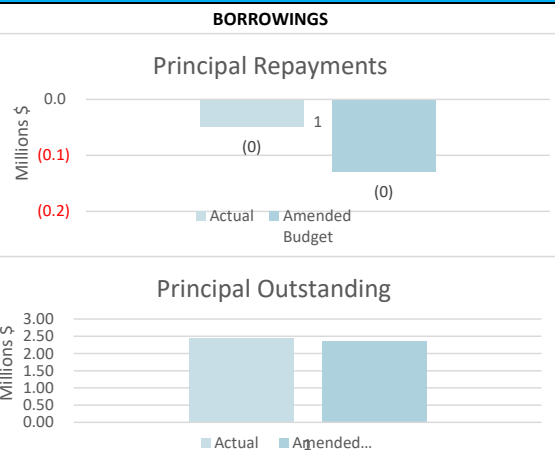
OPERATING ACTIVITIES



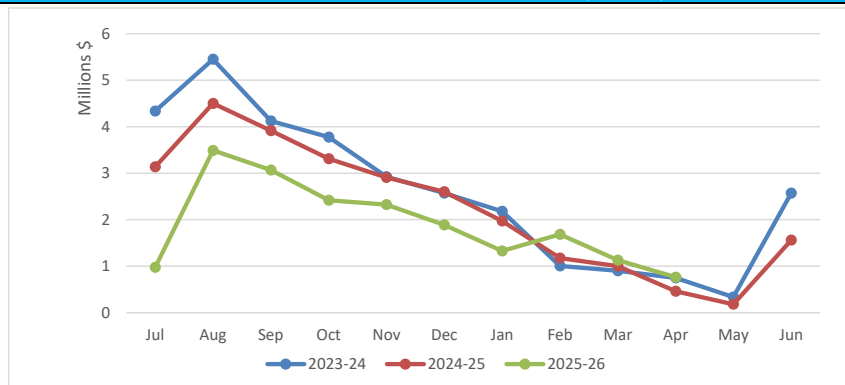
INVESTING ACTIVITIES



FINANCING ACTIVITIES



CLOSING FUNDING SURPLUS/(DEFICIT)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

CASH AND FINANCIAL ASSETS

| Description | Classification | Unrestricted \$ | Restricted \$ | Total Cash \$ | Trust \$ | Institution | Interest Rate | Maturity Date |
|---|------------------------------------|--------------------|------------------|---------------------|---------------|-------------|------------------|------------------|
| Cash on hand | | | | | | | | |
| ASSET - Petty Cash & Floats | Cash and cash equivalents | 700 | | 700 | | N/A | NIL | On hand |
| At Call Deposits | | | | | | | | |
| ASSET - Municipal Cash at Bank (CBA) | Cash and cash equivalents | 167,186 | | 167,186 | | CBA | 3.50% | N/A |
| ASSET - Online Investment Account (CBA) | Cash and cash equivalents | 910,952 | | 910,952 | | CBA | 3.80% | N/A |
| ASSET - Investment Account (CBA) | Cash and cash equivalents | 24 | | 24 | | CBA | 3.50% | N/A |
| Trust Cash at Bank (CBA) | Cash and cash equivalents | | | 10,743 | 10,743 | CBA | 0.00% | N/A |
| Term Deposits | | | | | | | | |
| ASSET - General Reserve Account | Financial assets at amortised cost | | 530,145 | 530,145 | | CBA | 4.36% | 29/06/2026 |
| ASSET - Transport Infrastructure Reserve Account | Financial assets at amortised cost | | 135,957 | 135,957 | | CBA | 4.36% | 29/06/2026 |
| ASSET - Sporting Clubs Facility Replacement Reserve | Financial assets at amortised cost | | 410,174 | 410,174 | | CBA | 5.27% | 16/04/2027 |
| Total | | 1,078,862 | 1,076,276 | 2,165,881 | 10,743 | | | |
| Comprising | | | | | | | | |
| Cash and cash equivalents | | 1,078,862 | 0 | 1,089,605 | 10,743 | | | |
| Financial assets at amortised cost | | 0 | 1,076,276 | 1,076,276 | 0 | | | |
| | | 1,078,862 | 1,076,276 | 2,165,881 | 10,743 | | | |

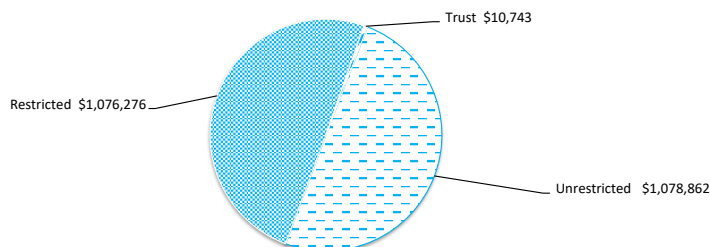
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

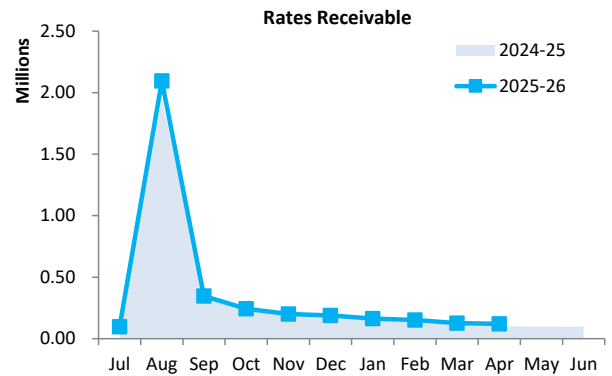
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note.



RECEIVABLES

| Rates receivable | 30 June 2025 | 30 Apr 2026 |
|--|---------------|----------------|
| | \$ | \$ |
| Opening arrears previous years | 86,717 | 96,895 |
| Levied this year | 2,080,087 | 2,235,359 |
| Less - collections to date | (2,069,909) | (2,211,931) |
| Gross rates collectable | 96,895 | 120,323 |
| Allowance for impairment of rates/trade receivable | (28,558) | (28,558) |
| Net rates collectable | 68,337 | 91,765 |
| % Collected | 95.5% | 94.8% |



| Receivables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|---------|---------|---------|---------|----------|---------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Receivables - general | (5,091) | 30,419 | 27,175 | 13,562 | 21,704 | 87,769 |
| Percentage | (5.8%) | 34.7% | 31% | 15.5% | 24.7% | |
| Balance per trial balance | | | | | | |
| Sundry receivable | | | | | | 87,769 |
| Allowance for impairment of rates/trade receivable | | | | | | (28,558) |
| Total receivables general outstanding | | | | | | 85,828 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

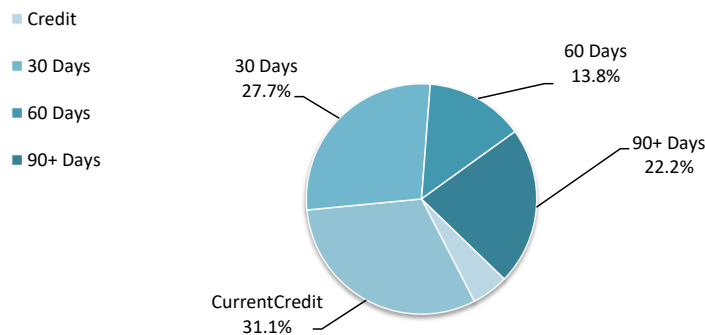
Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Accounts Receivable (non-rates)



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2026

ADJUSTED NET CURRENT ASSETS
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

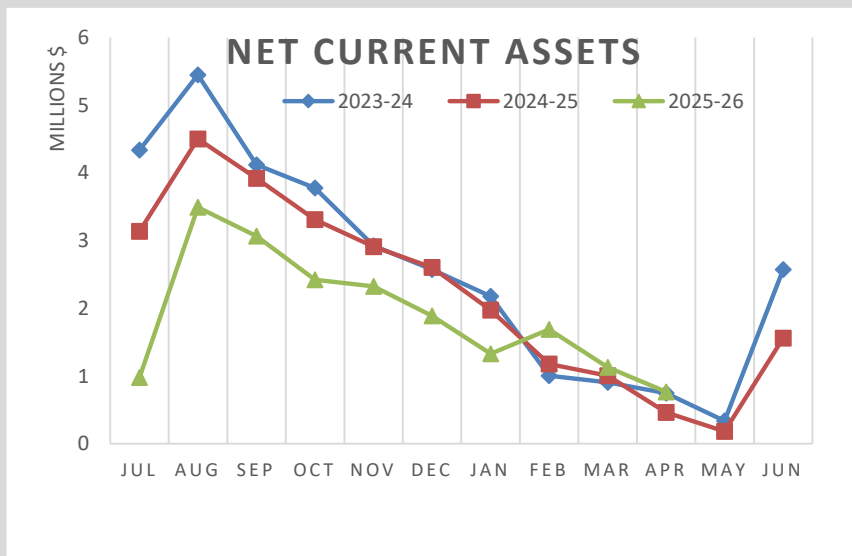
| Adjusted Net Current Assets | Note | Last Years Closing | This Time Last Year | Year to Date Actual |
|--|------|--------------------|---------------------|---------------------|
| | | 30/06/2025 | 30/04/2025 | 30/04/2026 |
| | | \$ | \$ | \$ |
| Current Assets | | | | |
| Cash Unrestricted | | 1,589,740 | 1,639,902 | 1,078,862 |
| Cash Restricted - Reserves | | 1,088,025 | 1,085,545 | 1,076,276 |
| Receivables - Rates | | 59,396 | 85,415 | 107,333 |
| Receivables - Other | | 567,046 | 145,992 | 85,828 |
| Other Assets Other Than Inventories | | 296,305 | 0 | 0 |
| Inventories | | 43,152 | 37,509 | 63,396 |
| | | <u>3,643,664</u> | <u>2,994,362</u> | <u>2,411,695</u> |
| Less: Current Liabilities | | | | |
| Payables | | (442,312) | (152,279) | (111,612) |
| Contract and Capital Grant/Contribution Liabilities | | (319,205) | (1,015,263) | (226,286) |
| Bonds & Deposits | | (580) | (1,130) | (580) |
| Loan and Lease Liability | | (106,886) | (55,236) | (57,394) |
| Provisions | | (367,577) | (411,650) | (367,577) |
| | | <u>(1,236,560)</u> | <u>(1,635,558)</u> | <u>(763,449)</u> |
| Less: Cash Reserves | | (1,088,025) | (1,085,545) | (1,076,276) |
| Add Back: Component of Leave Liability not Required to be funded | | 133,631 | 132,658 | 136,353 |
| Add Back: Loan and Lease Liability | | 106,886 | 55,236 | 57,394 |
| Less : Loan Receivable - clubs/institutions | | 0 | 0 | 0 |
| Less : Trust Transactions Within Muni | | 0 | 0 | 0 |
| Net Current Funding Position | | 1,559,596 | 461,153 | 765,717 |

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting polices relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



This Year YTD
Surplus(Deficit)
\$.77 M

Last Year YTD
Surplus(Deficit)
\$.46 M

| Capital acquisitions | Adopted Budget | Amended Budget | YTD Budget | YTD Actual | YTD Actual Variance |
|--|------------------|------------------|------------------|------------------|---------------------|
| | \$ | \$ | \$ | \$ | \$ |
| Buildings | 151,420 | 148,920 | 148,734 | 54,071 | (94,663) |
| Furniture and equipment | 0 | 20,000 | 16,660 | 0 | (16,660) |
| Plant and equipment | 603,731 | 740,731 | 719,218 | 634,431 | (84,787) |
| Infrastructure - roads | 1,477,841 | 1,490,902 | 1,424,181 | 995,365 | (428,816) |
| Infrastructure - bridges | 387,000 | 387,000 | 384,438 | 214,799 | (169,639) |
| Infrastructure - footpaths | 70,000 | 70,000 | 69,993 | 51,748 | (18,245) |
| Infrastructure - drainage | 130,000 | 140,000 | 138,326 | 95,770 | (42,556) |
| Infrastructure - airstrip | 88,248 | 99,705 | 74,701 | 61,363 | (13,338) |
| Infrastructure - other | 10,000 | 10,000 | 9,999 | 2,682 | (7,317) |
| Payments for Capital Acquisitions | 2,918,240 | 3,107,258 | 2,986,250 | 2,110,229 | (876,021) |
| Capital Acquisitions Funded By: | | | | | |
| | \$ | \$ | \$ | \$ | \$ |
| Capital grants and contributions | 1,851,100 | 1,851,100 | 1,761,084 | 656,601 | (1,104,483) |
| Borrowings | 385,000 | 385,000 | 385,000 | 385,000 | 0 |
| Other (disposals & C/Fwd) | 57,000 | 162,000 | 148,659 | 104,545 | (44,114) |
| Cash backed reserves | | | | | |
| Transport Infrastructure reserve | 92,000 | 92,000 | 92,000 | 92,000 | 0 |
| Contribution - operations | 533,140 | 617,158 | 599,507 | 872,082 | 272,575 |
| Capital funding total | 2,918,240 | 3,107,258 | 2,986,250 | 2,110,229 | (876,021) |

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

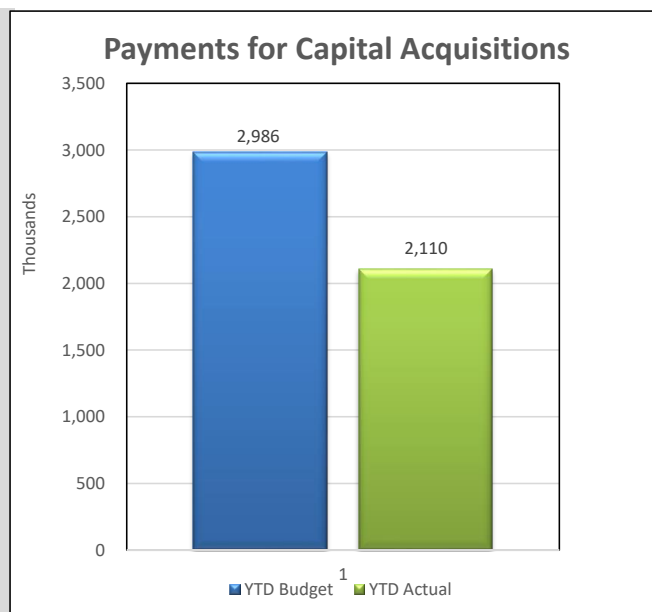
Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

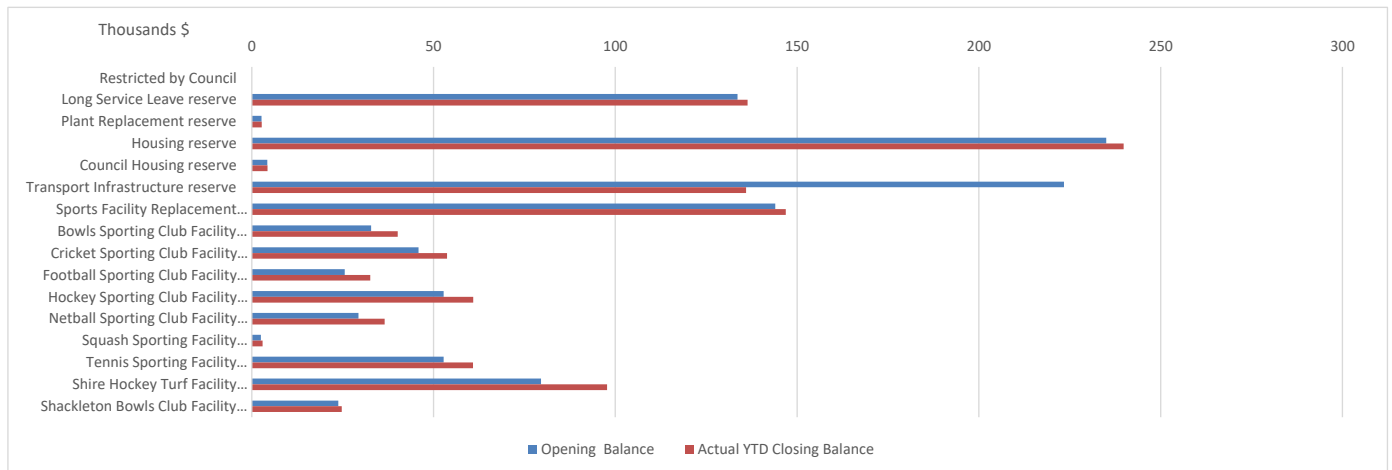
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.



Reserve accounts

| Reserve name | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|---|------------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|----------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Restricted by Council | | | | | | | | | |
| Long Service Leave reserve | 133,631 | 5,345 | 2,722 | 0 | 0 | 0 | 0 | 138,976 | 136,353 |
| Plant Replacement reserve | 2,688 | 108 | 55 | 95,311 | 0 | 0 | 0 | 98,107 | 2,743 |
| Housing reserve | 235,029 | 9,401 | 4,787 | 40,000 | 0 | 0 | 0 | 284,430 | 239,816 |
| Council Housing reserve | 4,250 | 170 | 87 | 0 | 0 | 0 | 0 | 4,420 | 4,337 |
| Transport Infrastructure reserve | 223,431 | 8,937 | 4,526 | 0 | 0 | (92,000) | (92,000) | 140,368 | 135,957 |
| Sports Facility Replacement reserve | 143,964 | 5,759 | 2,932 | 0 | 0 | 0 | 0 | 149,723 | 146,896 |
| Bowls Sporting Club Facility Replacement reserve | 32,835 | 1,313 | 1,310 | 0 | 6,000 | 0 | 0 | 34,148 | 40,145 |
| Cricket Sporting Club Facility Replacement reserve | 45,873 | 1,835 | 1,830 | 6,000 | 6,000 | 0 | 0 | 53,708 | 53,703 |
| Football Sporting Club Facility Replacement reserve | 25,547 | 1,022 | 1,019 | 6,000 | 6,000 | 0 | 0 | 32,569 | 32,567 |
| Hockey Sporting Club Facility Replacement reserve | 52,784 | 2,111 | 2,106 | 6,000 | 6,000 | 0 | 0 | 60,895 | 60,890 |
| Netball Sporting Club Facility Replacement reserve | 29,357 | 1,174 | 1,171 | 6,000 | 6,000 | 0 | 0 | 36,531 | 36,528 |
| Squash Sporting Facility Replacement reserve | 2,511 | 100 | 100 | 750 | 375 | 0 | 0 | 3,361 | 2,986 |
| Tennis Sporting Facility Replacement reserve | 52,772 | 2,111 | 2,106 | 6,000 | 6,000 | 0 | 0 | 60,883 | 60,878 |
| Shire Hockey Turf Facility Replacement reserve | 79,568 | 3,183 | 3,175 | 15,000 | 15,000 | 0 | 0 | 97,751 | 97,743 |
| Shackleton Bowls Club Facility Replacement Reserve | 23,785 | 951 | 949 | 5,600 | 0 | 0 | 0 | 30,336 | 24,734 |
| | 1,088,025 | 43,520 | 28,876 | 186,661 | 51,375 | (92,000) | (92,000) | 1,226,206 | 1,076,276 |

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2026**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

| GL/JOB Code | Description | Council Resolution | Classification | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|-------------|--|---------------------|--------------------------|---------------------|----------------------------|----------------------------|--------------------------------|
| | | | | \$ | \$ | \$ | \$ |
| | Budget adoption | | | | | | 0 |
| | Difference between Adopted Budget and Annual Financial Statements | | Opening Surplus(Deficit) | | | 36,998 | 36,998 |
| | | | | | | | 36,998 |
| J04215 | Purchase Software - Altus Payroll | Feb OCM 20260226-05 | Capital Expenses | | | (20,000) | 16,998 |
| J04202 | Purchase Plant (BK1) | Feb OCM 20260226-05 | Capital Expenses | | | (65,000) | (48,002) |
| J04203 | Purchase Plant (BK2) | Feb OCM 20260226-05 | Capital Expenses | | | (64,000) | (112,002) |
| 042408 | CAP INC - Admin - Proceeds on Disposal of Asset | Feb OCM 20260226-05 | Capital Revenue | | 50,000 | | (62,002) |
| 042409 | CAP INC - Admin - Realisation on Disposal of Asset | Feb OCM 20260226-05 | Non Cash Item | (50,000) | | | (62,002) |
| 073501 | CAP INC - Med Cent - Proceeds on Disposal of Assets | Feb OCM 20260226-05 | Capital Revenue | | 30,000 | | (32,002) |
| 073502 | CAP INC - Med Cent - Realisation on Disposal of Assets | Feb OCM 20260226-05 | Non Cash Item | (30,000) | | | (32,002) |
| 151204 | RES - Transfer INTO - Housing Reserve | Feb OCM 20260226-05 | Capital Expenses | | 113,000 | | 80,998 |
| J10102 | Upgrade of Refuse Site | Feb OCM 20260226-05 | Capital Expenses | | 15,000 | | 95,998 |
| RR008 | R2R - Shepherd Road | Feb OCM 20260226-05 | Capital Expenses | | | (4,540) | 91,458 |
| J12104 | BK08 - Town Foremans Ute | Feb OCM 20260226-05 | Capital Expenses | | | (8,000) | 83,458 |
| 121314 | CAP INC - Plant - Proceeds on Disposal of Asset | Feb OCM 20260226-05 | Capital Revenue | | 25,000 | | 108,458 |
| 121502 | CAP INC - Plant - Realisation on Disposal of Asset | Feb OCM 20260226-05 | Non Cash Item | (25,000) | | | 108,458 |
| J13107 | Asset Additions to Caravan Park Buildings | Feb OCM 20260226-05 | Capital Expenses | | | (12,500) | 95,958 |
| J13615 | Currie Dam Tank Pad and Trenching for DWER Works | Feb OCM 20260226-05 | Capital Expenses | | | (10,000) | 85,958 |
| RC045 | RC Cumminin Rd & Bruce Rock Naremben Road Intersection (Council Funded 2022-23) | Feb OCM 20260226-05 | Capital Expenses | | | (95) | 85,863 |
| RC176 | RC Bruce Rock-Naremben Rd | Feb OCM 20260226-05 | Capital Expenses | | | (7,226) | 78,637 |
| RR0045 | Naremben Cumminin Road Intersection Reconstruction | Feb OCM 20260226-05 | Capital Expenses | | | (1,200) | 77,437 |
| J12177 | Weather Station at Airstrip | Feb OCM 20260226-05 | Capital Expenses | | | (1,457) | 75,980 |
| J12180 | Airstrip Tank Pad and Trenching for DWER Works | Feb OCM 20260226-05 | Capital Expenses | | | (10,000) | 65,980 |
| 031201 | INC - Rates - Discounts Allowed | Feb OCM 20260226-05 | Operating Revenue | | | (2,988) | 62,992 |
| 032300 | INC - GPF - WALGGC - Local Roads Grant (FAGS) | Feb OCM 20260226-05 | Operating Revenue | | | (63,269) | (277) |
| 032301 | INC - GPF - Grants Commission Grant | Feb OCM 20260226-05 | Operating Revenue | | 72,608 | | 72,331 |
| 041201 | EXP - Council - Election Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (2,066) | 70,265 |
| 041205 | EXP - Council - Councillors Conferences Expenses | Feb OCM 20260226-05 | Operating Expenses | | 10,500 | | 80,765 |
| 041207 | EXP - Council - Council Meeting Dinners & Receptions Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (2,500) | 78,265 |
| 041210 | EXP - Council - Councillors Meeting Attendance Fees | Feb OCM 20260226-05 | Operating Expenses | | 10,000 | | 88,265 |
| 041211 | EXP - Council - Donations | Feb OCM 20260226-05 | Operating Expenses | | 13,000 | | 101,265 |
| 041226 | EXP - Council - Insurance Expenses | Feb OCM 20260226-05 | Operating Expenses | | 5,235 | | 106,500 |
| 042200 | EXP - Admin - Less Admin Expenses Allocated to Sub Programs | Feb OCM 20260226-05 | Operating Expenses | | 333,714 | | 440,214 |
| 042202 | EXP - Admin - CEO Performance Review Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (3,030) | 437,184 |
| 042219 | EXP - Admin - Maintenance on Admin Office Building Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (10,000) | 427,184 |
| 042222 | EXP - Admin - Staff Recruitment Expenses | Feb OCM 20260226-05 | Operating Expenses | | 5,000 | | 432,184 |
| 042224 | EXP - Admin - Loss on Sale of Assets | Feb OCM 20260226-05 | Non Cash Item | (1,281) | | | 432,184 |
| 042231 | EXP - Admin - Consultant Fees Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (35,000) | 397,184 |
| 042233 | EXP - Admin - Dept of Transport & Licensing - Other Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (100) | 397,084 |
| 042235 | EXP - Admin - Staff Housing Costs Allocated from Housing | Feb OCM 20260226-05 | Operating Expenses | | | (30,656) | 366,428 |
| 042238 | EXP - Admin - Financial Management Systems Review Expenses | Feb OCM 20260226-05 | Operating Expenses | | 3,175 | | 369,603 |
| 042239 | EXP - Admin - Regulation 17 Compliance (Audit) Expenses | Feb OCM 20260226-05 | Operating Expenses | | 1,100 | | 370,703 |
| 042243 | EXP - Admin - Admin Expenses Allocated | Feb OCM 20260226-05 | Operating Expenses | | | (333,714) | 36,989 |
| 053205 | EXP - BFB - Clothing & Accessories Expenses for Bush Fire Brigades (Funded by ESL) | Feb OCM 20260226-05 | Operating Expenses | | | (14,500) | 22,489 |
| 071209 | EXP - Hlth Ins - EHO Housing Costs (Reallocated from Housing) | Feb OCM 20260226-05 | Operating Expenses | | 3,250 | | 25,739 |
| 071304 | INC - Hlth Ins - Town Planning Application Fee Income (TP) | Feb OCM 20260226-05 | Operating Revenue | | 12,000 | | 37,739 |
| 072202 | EXP - Dentist - Dentist's House (5 Collier St) Maintenance Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (7,794) | 29,945 |
| 073202 | EXP - Med Cent - Locum (Relief for Doctor) Expenses | Feb OCM 20260226-05 | Operating Expenses | | 20,000 | | 49,945 |
| 073203 | EXP - Med Cent - Maint on Medical Centre, Butcher St Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (32,236) | 17,709 |
| 073224 | EXP - Med Cent - Loss on Sale of Assets | Feb OCM 20260226-05 | Non Cash Item | 12,760 | | | 17,709 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2026**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

| GL/JOB Code | Description | Council Resolution | Classification | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|-------------|--|---------------------|--------------------|---------------------|----------------------------|----------------------------|--------------------------------|
| | | | | \$ | \$ | \$ | \$ |
| 082201 | EXP - Sen Citz - Senior Citizens Building, Dampier St Maint Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (7,900) | 9,809 |
| 082301 | INC - Sen Citz - Reimbursement and Contributions from Senior Citizens | Feb OCM 20260226-05 | Operating Revenue | | 6,000 | | 15,809 |
| 083201 | EXP - Oth Welf - Daycare Building (1 - 3 Bean Rd) Maint Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (5,384) | 10,425 |
| 083202 | EXP - Oth Welf - Opportunity Shop in Old Courthouse, Johnson St Maint Expenses | Feb OCM 20260226-05 | Operating Expenses | | 300 | | 10,725 |
| 091208 | EXP - Aged Housing - Gas for Settlers Court | Feb OCM 20260226-05 | Operating Expenses | | | (2,750) | 7,975 |
| J92203 | Unit 3, McDonald Court | Feb OCM 20260226-05 | Operating Expenses | | | (2,373) | 5,602 |
| J92204 | Unit 4, McDonald Court | Feb OCM 20260226-05 | Operating Expenses | | | (4,070) | 1,532 |
| 092204 | EXP - Singles Units - Farrall Court - Gardens | Feb OCM 20260226-05 | Operating Expenses | | | (4,117) | (2,585) |
| 093201 | EXP - Comm Housing - 53 Dampier St - Maint | Feb OCM 20260226-05 | Operating Expenses | | 5,000 | | 2,415 |
| 093203 | EXP - Comm Housing - 57 Westral St - Maint | Feb OCM 20260226-05 | Operating Expenses | | 2,500 | | 4,915 |
| 093210 | EXP - Comm Housing - 60 Dampier St - Maint | Feb OCM 20260226-05 | Operating Expenses | | | (14,323) | (9,408) |
| 093211 | EXP - Comm Housing - 23 Collier St (MOF's House) - Maintenance | Feb OCM 20260226-05 | Operating Expenses | | | (3,750) | (13,158) |
| 093303 | INC - Comm Housing - Housing Rent for CLGF Houses | Feb OCM 20260226-05 | Operating Revenue | | 11,925 | | (1,233) |
| 094205 | EXP - Staff Housing - 21 Collier St - Construction Supervisor | Feb OCM 20260226-05 | Operating Expenses | | | (20,444) | (21,677) |
| 094206 | EXP - Staff Housing - 99 Noonajin St - Leased to Regal Ventures (Supermarket) | Feb OCM 20260226-05 | Operating Expenses | | | (5,718) | (27,395) |
| 094212 | EXP - Staff Housing - 58 Dampier St - Maint (EHO) | Feb OCM 20260226-05 | Operating Expenses | | 3,250 | | (24,145) |
| 094213 | EXP - Staff Housing - 50 Curlew Drive (CEO Residence) | Feb OCM 20260226-05 | Operating Expenses | | | (24,938) | (49,083) |
| 094298 | EXP - Staff Housing - Housing Costs Reallocated to Accounts | Feb OCM 20260226-05 | Operating Expenses | | 47,850 | | (1,233) |
| J10121 | Refuse Site Maint - Contractor | Feb OCM 20260226-05 | Operating Expenses | | 15,000 | | 13,767 |
| J10123 | Refuse Site Maint - Shire (In btw contractors) | Feb OCM 20260226-05 | Operating Expenses | | | (35,000) | (21,233) |
| 101202 | EXP - Sanitation - Refuse Collection | Feb OCM 20260226-05 | Operating Expenses | | 8,000 | | (13,233) |
| 102202 | EXP - Cemetery - Burial Expenditure | Feb OCM 20260226-05 | Operating Expenses | | 1,136 | | (12,097) |
| 111201 | EXP - Entertainment - Amphitheatre Building Maint | Feb OCM 20260226-05 | Operating Expenses | | 6,000 | | (6,097) |
| 112204 | EXP - P&G - Main Street Gardens | Feb OCM 20260226-05 | Operating Expenses | | | (2,700) | (8,797) |
| 112209 | EXP - P&G - Townsite Maintenance | Feb OCM 20260226-05 | Operating Expenses | | 20,000 | | 11,203 |
| 112213 | EXP - P&G - Tourism Signage at Kokerbin & Kwolyin Camp | Feb OCM 20260226-05 | Operating Expenses | | | (3,559) | 7,644 |
| 112215 | EXP - P&G - Flagpole Repairs | Feb OCM 20260226-05 | Operating Expenses | | | (5,000) | 2,644 |
| RM999 | Road Maintenance Job - Budget Purposes | Feb OCM 20260226-05 | Operating Expenses | | 36,920 | | 39,564 |
| FM999 | Footpath Maintenance - Budget Puposos | Feb OCM 20260226-05 | Operating Expenses | | 10,000 | | 49,564 |
| 121206 | EXP - Roads - Bridges & Culverts Maintenance | Feb OCM 20260226-05 | Operating Expenses | | 13,000 | | 62,564 |
| 121207 | EXP - Roads - Traffic Signs, Safety, Safety Plans & Entry S'ment | Feb OCM 20260226-05 | Operating Expenses | | 4,000 | | 66,564 |
| 121216 | EXP - Roads - RAMM (Road Asset Management Software) | Feb OCM 20260226-05 | Operating Expenses | | 7,000 | | 73,564 |
| 121217 | EXP - Roads - Rural Street Numbering | Feb OCM 20260226-05 | Operating Expenses | | 1,000 | | 74,564 |
| 121228 | EXP - Roads - Bridge Inspections | Feb OCM 20260226-05 | Operating Expenses | | | (35,000) | 39,564 |
| 121320 | EXP - Street Lights Operations | Feb OCM 20260226-05 | Operating Expenses | | 3,000 | | 42,564 |
| 121224 | EXP - Plant - Loss on Sale of Asset | Feb OCM 20260226-05 | Operating Expenses | 14,389 | | | 42,564 |
| 121229 | EXP - Plant - Selling Cost (Inc GST) | Feb OCM 20260226-05 | Operating Expenses | | | (2,000) | 40,564 |
| 121203 | EXP - AERO - Airstrip Maintenance | Feb OCM 20260226-05 | Operating Expenses | | 5,000 | | 45,564 |
| 130207 | EXP - Supermarket - Insurance | Feb OCM 20260226-05 | Operating Expenses | | 5,000 | | 50,564 |
| 138208 | EXP - Comm Dev - Community Budget Requests | Feb OCM 20260226-05 | Operating Expenses | | | (5,000) | 45,564 |
| 138216 | EXP - Comm Dev - Main Street Redevelopment Plans & Consultation | Feb OCM 20260226-05 | Operating Expenses | | | (20,000) | 25,564 |
| 139205 | EXP - NRM - NRM Vehicle - BK123 (Use Number Plate) | Feb OCM 20260226-05 | Operating Expenses | | | (20) | 25,544 |
| 139211 | EXP - NRM - Telephone & Broadband Expenses | Feb OCM 20260226-05 | Operating Expenses | | | (250) | 25,294 |
| 142226 | EXP - PWO - Stand Down Xmas Party | Feb OCM 20260226-05 | Operating Expenses | | | (4,850) | 20,444 |
| 142231 | EXP - PWO - Employee Housing Costs (From 094) | Feb OCM 20260226-05 | Operating Expenses | | | (20,444) | (0) |
| | | | | (79,132) | 934,463 | (934,463) | (0) |



2025/26 Capital Projects

APRIL 2026

| Project Progress | |
|------------------|---------------------------------------|
| Complete | ● |
| On Track | ● |
| Off Track | ● |
| In Trouble | ● |

| CAPITAL PROJECT NAME | JOB No. | SOURCE | TOTAL CAPITAL EXPENSE | DISPOSAL | | GRANT FUNDING | | CONTRIBUTIONS | | RESERVES | | LOAN | | COUNCIL | CURRENT BUDGET | OUTSTANDING POs | ACTUAL EXPENSE | TOTAL COMMITTED EXPENSE | VARIANCE | Status | Comment |
|--|---------|--------|-----------------------|----------------|--------------------------|---------------|-----------------------|---------------|----------------------------------|-------------|--------|-------------|------------|------------|----------------|-----------------|----------------|-------------------------|---------------------------------------|--|---------|
| | | | | SALES PROCEEDS | Description | Description | Amount | Description | Amount | Description | Amount | Description | Amount | | | | | | | | |
| Hockey Club Viewing Area - Path/Ramp (Carry Over) | J11345 | Muni | \$ 10,000 | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 10,000 | \$ 10,000 | \$ - | \$ - | \$ - | \$ 10,000.00 | ● | Hockey Club Building Works to Commence after Seeding | |
| Shade Structure Improvements - Bowling Green (Carry Over) | J11355 | Muni | \$ 10,000 | \$ - | DWER | \$ 10,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ - | \$ 10,000 | \$ - | \$ - | \$ - | \$ 10,000.00 | ● | DWER Funding for Project Secured | |
| Playground Upgrades (Babekin) | J11335 | Grants | \$ 15,000 | \$ - | Subject to Grant Funding | \$ 10,000 | Babekin Progress Assn | \$ 5,000 | N/A | \$ - | N/A | \$ - | \$ - | \$ 15,000 | \$ - | \$ - | \$ - | \$ 15,000.00 | ● | Phased for Q4 2025/26, Subject to Grant | |
| Replacement Vehicle - (MUJ) CEO (BK1) | J04202 | Muni | \$ 65,000 | \$ 50,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 15,000 | \$ 65,000 | \$ - | \$ 64,140.18 | \$ 64,140.18 | \$ 859.82 | ● | Complete | |
| Replacement Vehicle - (Kugler) DCEO (BK2) | J04203 | Muni | \$ 64,000 | \$ 55,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 9,000 | \$ 64,000 | \$ - | \$ 65,245.46 | \$ 65,245.46 | \$ 1,245.46 | ● | Complete | |
| Replacement Vehicle - (Dual Cab Ute) Rec Centre Mgr (BK05) | J12126 | Muni | \$ 50,000 | \$ 37,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 13,000 | \$ 50,000 | \$ - | \$ - | \$ - | \$ 50,000.00 | ● | Deferred | |
| Replacement Vehicle - (Dual Cab Ute) Town Supervisor (BK08) | J12104 | Muni | \$ 58,000 | \$ 20,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 38,000 | \$ 58,000 | \$ 52,436.36 | \$ - | \$ 5,563.64 | \$ 5,563.64 | ● | Delivery Expected May 2026 | |
| Purchase of Multi Patcher | J12178 | Muni | \$ 477,000 | \$ - | N/A | \$ - | N/A | \$ - | Transport Infrastructure Reserve | \$ 92,000 | WATC | \$ 385,000 | \$ - | \$ 477,000 | \$ - | \$ 475,520.50 | \$ 475,520.50 | \$ 1,479.50 | ● | Complete | |
| Old Beverley Road (SLK31.80 to SLK33.80) | RC0508 | Grants | \$ 305,880 | \$ - | RRG | \$ 203,920 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 101,960 | \$ 305,880 | \$ 149,000.93 | \$ 203,207.27 | \$ 352,208.20 | \$ 46,328.20 | ● | Complete Awaiting Sealing Invoice | |
| Doodlakine-Bruce Rock Road - Reseal (SLK11.61 to SLK16.11) | RC173A | Grants | \$ 292,290 | \$ - | RRG | \$ 194,860 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 97,430 | \$ 292,290 | \$ - | \$ 227,682.00 | \$ 227,682.00 | \$ 64,608.00 | ● | Complete | |
| Bruce Rock-Narabbeen Road - Reseal (SLK3.65 to SLK7.15) | RC176A | Grants | \$ 236,850 | \$ - | RRG | \$ 157,900 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 78,950 | \$ 236,850 | \$ 3,564.53 | \$ 146,197.49 | \$ 151,762.02 | \$ 85,287.98 | ● | Complete | |
| Cornign-Bruce Rock Road (Survey and Scope) (Carry Over) | RC174 | Grants | \$ 74,400 | \$ - | WSFN | \$ 47,600 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 26,800 | \$ 74,400 | \$ 20,181.82 | \$ 42,141.88 | \$ 62,323.70 | \$ 12,076.30 | ● | Gravel Search to be Completed May 2026 | |
| Hines Hill Road - Shoulders and Sealing (SLK3.70 to SLK8.00) | RR015 | Grants | \$ 162,250 | \$ - | R2R | \$ 162,250 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ - | \$ 162,250 | \$ 90,081.11 | \$ 176,603.76 | \$ 266,684.87 | \$ 104,434.87 | ● | Awaiting Sealing Invoice, Headwalls to be Completed | |
| Cummin Road Intersection (Carry Over) | RR0045 | Grants | \$ 282,371 | \$ - | R2R | \$ 281,171 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 1,200 | \$ 282,371 | \$ 2,307.27 | \$ 162,585.23 | \$ 164,892.50 | \$ 117,478.50 | ● | Complete | |
| Shephard Road Floodway | RR008 | Grants | \$ 29,540 | \$ - | R2R | \$ 25,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 4,540 | \$ 29,540 | \$ - | \$ 29,129.22 | \$ 29,129.22 | \$ 410.78 | ● | Complete | |
| Resheet Gravel Roads (Carry Over) | RR203 | Muni | \$ 100,000 | \$ - | N/A | \$ 100,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ - | \$ 100,000 | \$ - | \$ - | \$ - | \$ 100,000.00 | ● | Deferred to 2026/27 | |
| Yarding - Ardath Rd 4059A (Carry Over) (SLK0.82) | BR014 | Grants | \$ 87,000 | \$ - | WALGGC | \$ 87,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ - | \$ 87,000 | \$ - | \$ 168,249.43 | \$ 168,249.43 | \$ 81,249.43 | ● | Complete | |
| Yarding - Ardath Rd 4885 (SLK1.81) | BR014A | Grants | \$ 200,000 | \$ - | WALGGC | \$ 200,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ - | \$ 200,000 | \$ - | \$ 46,272.68 | \$ 46,272.68 | \$ 153,727.32 | ● | Deferred | |
| Yarding - Ardath Rd 6023 (SLK1.79) | BR014B | Grants | \$ 100,000 | \$ - | WALGGC | \$ 100,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ - | \$ 100,000 | \$ - | \$ 193.03 | \$ 193.03 | \$ 99,806.97 | ● | Deferred | |
| Railway Parade Footpath Construction (Butler to Falconer Streets) | FC161 | Grants | \$ 70,000 | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 70,000 | \$ 70,000 | \$ - | \$ 51,747.53 | \$ 51,747.53 | \$ 18,252.47 | ● | Complete | |
| New Landfill Pit at Waste Site | J10102 | Muni | \$ 15,000 | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 15,000 | \$ 15,000 | \$ - | \$ 10,786.91 | \$ 10,786.91 | \$ 4,213.09 | ● | Complete | |
| Turkey Nest Dam Upgrade | J13614 | Grants | \$ 130,000 | \$ - | DWER | \$ 100,000 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 30,000 | \$ 130,000 | \$ - | \$ 86,021.82 | \$ 86,021.82 | \$ 43,978.18 | ● | Fencing to be Completed | |
| Airstrip Upgrade (Including Fencing of Apron, Vehicle Parking, (non-arside)) | J12179 | Grants | \$ 35,000 | \$ - | Subject to Grant Funding | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 35,000 | \$ 35,000 | \$ - | \$ - | \$ - | \$ 35,000.00 | ● | Awaiting Grant Confirmation | |
| Caravan Park Chalet Upgrades - Painting, Furniture and A/CO | J13107 | Muni | \$ 47,500 | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 47,500 | \$ 47,500 | \$ 33,349.09 | \$ 8,463.97 | \$ 41,815.06 | \$ 5,686.94 | ● | Furniture Received, Painting Works to Commence Last Week of May | |
| Shackleton Bank Refurbishment | J11747 | Muni | \$ 20,000 | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 20,000 | \$ 20,000 | \$ - | \$ - | \$ - | \$ 20,000.00 | ● | Three Quotes Received now Awaiting Fourth Quote. | |
| Aquatic Centre Upgrade (Shade Sails)(Carry Over) | J11501 | Grants | \$ 26,731 | \$ - | LRCIP | \$ 26,731 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ - | \$ 26,731 | \$ - | \$ 29,525.02 | \$ 29,525.02 | \$ 2,794.02 | ● | Complete | |
| Repair and renovation works at Amphitheatre (Shade Sails) (Carry Over) | J11146 | Grants | \$ 31,420 | \$ - | LRCIP | \$ 31,420 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ - | \$ 31,420 | \$ - | \$ 34,819.71 | \$ 34,819.71 | \$ 3,399.71 | ● | Complete | |
| Airstrip Tank Pad and Trenching for DWER Works | J12180 | Muni | \$ 10,000 | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 10,000 | \$ 10,000 | \$ - | \$ 6,657.80 | \$ 6,657.80 | \$ 3,342.20 | ● | Mains Top up Works to be Completed | |
| Weather Station for Airstrip (Carry Over) | J12177 | Grants | \$ 54,705 | \$ - | LRCIP | \$ 53,248 | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 1,457 | \$ 54,705 | \$ - | \$ 54,705.37 | \$ 54,705.37 | \$ 0.37 | ● | Installed, Upgraded Telemetry Components Delayed until Q1 or 2 2026/27 | |
| Digital Payroll (Read Community Payroll) | J04215 | Muni | \$ 20,000 | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 20,000 | \$ 20,000 | \$ 33,711.00 | \$ - | \$ 33,711.00 | \$ 13,711.00 | ● | Implementation Work Ongoing | |
| Community Resource Centre Roof Repairs | J13507 | Muni | \$ 10,000 | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | N/A | \$ - | \$ 10,000 | \$ 10,000 | \$ 7,045.45 | \$ - | \$ 7,045.45 | \$ 2,954.55 | ● | Works to Commence 18 May | |

10.4 Regulatory Services

See Confidential Item 12.2.

10.5 Chief Executive Officer

10.5.1 Consolidated Officers Report – Audit Risk and Improvement Committee

| | |
|------------------------|---|
| File Reference | 3.00071 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 17 April 2026 |
| Author | Mark Furr - Chief Executive Officer |
| Authorising Officer | Mark Furr - Chief Executive Officer |
| Attachments | Nil |

Summary

This report provides Council with a consolidated overview of the matters considered by the Audit, Risk and Improvement Committee at its meeting, including audit and financial management matters, risk management, governance and compliance activities, and other relevant oversight matters within the Committee's terms of reference. The report is intended to support Council in its governance and oversight role by summarising the key matters reviewed by the Committee, the progress of audit recommendations, and the status of current governance and compliance actions.

Purpose

The purpose of this report is to provide Council with a consolidated update arising from the Audit, Risk and Improvement Committee meeting and to outline the key matters considered by the Committee in relation to audit, financial management, risk management, governance and legislative compliance.

Background

The Audit, Risk and Improvement Committee is a standing committee of Council established under the Local Government Act 1995 and the Local Government (Audit) Regulations 1996. From 1 January 2026, the regulatory framework for audit committees in Western Australia was amended to provide for Audit, Risk and Improvement Committees, with broadened functions relating to audit, financial management, legislative compliance, risk management and continuous improvement. The regulations require the Committee to meet at least once every four months and prescribe functions including the review of audit reports, compliance audit matters and the appropriateness and effectiveness of the local government's systems and procedures in relation to financial management, legislative compliance and risk management.

The Shire's Committee is chaired by an independent presiding member and includes three elected members. The Chief Executive Officer and Executive Manager Corporate Services attend the meeting in an advisory capacity, with governance and minute support provided by the Executive Services Manager. This report is presented in a consolidated format to provide Council with a clear overview of the key matters considered by the Committee and the progress of related governance and improvement actions.

Consultation

Internal consultation has occurred with the administration to ensure alignment with governance obligations and existing codes of conduct.

Statutory Environment

This report relates to the functions of the Audit, Risk and Improvement Committee under the Local Government (Audit) Regulations 1996, including the review of audit reports, compliance audit matters and regulation 17 review matters, and the consideration of the appropriateness and effectiveness of the Shire's systems and procedures in relation to financial management, legislative compliance and risk management. The regulations require the Committee to meet at least once every four months. The report also references governance actions being undertaken under the Local Government Act 1995, including the local laws review process.

Policy Implications

There are no direct policy implications arising from this report itself. However, the report notes the progression and consideration of governance-related policy matters, including the Council Code of Conduct and the Gifts, Benefits and Hospitality Policy.

Financial Implications

There are no direct financial implications arising from this report. The report does, however, note matters relating to the audit timetable, monthly financial performance and progression of the 2026–27 Budget.

Strategic Implications

| | |
|--|--|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 4.0 Governance Priorities |
| Strategy: | 4.1 Our organisation is well positioned and has capacity for the future. |

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|--|-----------------|---------------------------|-------------|-------------------------|---|
| If audit findings, compliance matters, business continuity arrangements, cyber preparedness and governance actions are not actively monitored and progressed, the Shire may be exposed to governance, financial, legislative, operational and reputational risk. | Unlikely (2) | Moderate (3) | Low (1-4) | Compliance Requirements | Accept Officer Recommendation |

Risk Matrix

| Consequence Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|---------------------------|---|---------------|------------|------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Medium (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Medium (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Medium (6) | Medium (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Medium (6) | Medium (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Medium (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

1. Audit, Financial Management and Audit Recommendation Oversight

The Committee considered standing agenda items relating to the Office of the Auditor General annual audit, financial management review matters, and the status of recommendations arising from the regulation 17 review and other audit processes. A consolidated audit findings register was presented to the Committee. The register brings together audit actions arising from the annual audit, financial management review and regulation 17 review into a single monitoring document to support oversight and progress tracking.

At the time of the meeting, the consolidated register identified a total of 21 audit actions. Of these, 10 had been completed, 10 were in progress and on track to be completed within the current financial year, and one had not yet commenced. The Committee reviewed the register and was satisfied that progress against the outstanding actions is being actively monitored and advanced.

The Committee also noted progress in relation to the development of the Gifts, Benefits and Hospitality Policy, which addresses a governance gap identified through the audit process and is referred to further in this report. In relation to the 2025–26 audit program, the Committee noted that the interim audit is now scheduled to commence on 11 May 2026, having been deferred from the final week of April at the request of the Shire's auditors. The final audit is scheduled to commence in late October 2026.

The Committee was also provided with a copy of the Western Australian Economic Briefing for Quarter 1. Key matters noted included the ongoing implications of conflict in the Middle East, rising fuel prices and fuel supply shortages, and the potential for those issues to sustain pressure on inflation and interest rates if prolonged. Other key observations included continued inflationary pressure in the second half of 2025, market expectations of further cash rate increases in 2026, Western Australia recording annual population growth of 2.2 per cent, and the State recording annual wage price index growth of 4.1 per cent to December, the highest of all Australian jurisdictions.

A budget update was also provided, with the Committee noting that the 2026–27 Budget remains on track for presentation to Council for adoption on 23 July 2026. A brief verbal update was also provided regarding monthly financial performance, with the Shire presently tracking satisfactorily, noting that the detailed monthly financial report was to be presented separately to the Ordinary Council Meeting later that day.

2. Risk Management and Organisational Assurance

The Committee was presented with the Shire's current strategic and operational risk registers. The strategic risk register was noted as having been reviewed and consolidated in 2025, resulting in a refined register of eight strategic risks. This was noted as a positive step in sharpening the Shire's strategic risk focus and supporting clearer risk oversight at a governance level.

The operational risk register currently contains 15 operational risks. These are under active review and are expected to be further refined for presentation to the Committee at its next meeting. It is anticipated that the number and form of these risks may change as they are aligned with the development of the Integrated Council Plan, which is intended to bring together the Strategic Community Plan and Corporate Business Plan into a more integrated planning framework.

The Committee also considered the draft Business Continuity Plan, Cyber Incident Response Plan and IT Disaster Recovery Plan. These documents have been reviewed and updated during 2026 as part of the Shire's broader governance and resilience work, including engagement with the Department of Digital Government. The Committee noted that these draft documents are nearing completion, with final amendments and refinements being undertaken following a review meeting held on 20 April 2026. Once finalised, these documents will strengthen the Shire's organisational preparedness, continuity capability and ICT resilience.

3. Governance and Legislative Compliance

The Committee considered a number of governance and compliance matters as part of its standing oversight role. An update was provided regarding the 2025 Compliance Audit Return. The Committee noted that, while the return would ordinarily be submitted by 31 March, changes associated with the Inspectorate and amendments to the compliance audit template and portal arrangements have resulted in the submission deadline being extended to the end of September 2026. Further updates will be provided once additional guidance, and access arrangements are issued.

The Committee also noted that the Council Code of Conduct was being presented to the Ordinary Council Meeting of 22 April 2026. The Shire has reviewed its Councillor induction package, including the Code of Conduct, and further amendments have been required to ensure the document reflects changes commencing from 1 January 2026. Liaison with the Inspector's Office has been undertaken in that regard.

The Committee was advised that the Shire's local laws review is underway and is expected to continue through to September 2026. This work is being progressed with assistance from the consultant previously engaged by the Shire and in accordance with the relevant requirements of the Local Government Act 1995. Public advertising has commenced as part of that process.

The Committee also noted that the Shire's external town planning consultant has commenced the Town Planning Scheme review and that public notices have also been issued in relation to that review.

The Gifts, Benefits and Hospitality Policy was noted as being presented to the Ordinary Council Meeting as a late item. The policy applies to elected members, employees, election candidates and contractors acting on behalf of the Shire. The Committee noted that this policy is an important governance control and responds directly to a regulation 17 audit finding.

4. General Business

Under general business, the Committee resolved that its next meeting be held on Thursday, 23 July 2026. It was noted that the next meeting is expected to focus primarily on the 2026–27 Budget, together with the Committee's other standing audit, financial management, governance, compliance and risk matters.

5. Confidential Matter

A separate confidential Organisational Health Check was also considered by the Committee and is provided to Council separately as part of the ordinary monthly reporting framework, together with a verbal update where

required. As this matter is already reported to Council on a regular basis, it is not reproduced in detail within this consolidated report.

Voting Requirements

Simple Majority.

COMMITTEE RESOLUTION AND OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 20260521.06

Moved: Cr Foss

Seconded: Cr Verhoogt

That the Audit Risk and Improvement Committee recommend that Council:

- 1. Receives the Consolidated Officer's Report arising from the Audit, Risk and Improvement Committee meeting;**
- 2. Notes the matters considered by the Committee in relation to audit, financial management, risk management, governance and legislative compliance;**
- 3. Notes the progress of audit recommendations as outlined in the consolidated audit findings register; and**
- 4. Notes that the next meeting of the Audit, Risk and Improvement Committee is scheduled to be held on Thursday, 23 July 2026.**

CARRIED 7/0

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil

10.5.2 Appointment to Committees of Council (Work and Services and Audit Risk and Improvement Committees)

| | |
|------------------------|---|
| File Reference | 1125.10.6.2 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 4 May 2026 |
| Author | Vanessa Ward – Executive Services Manager |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments: | Nil |

Summary

Council is requested to amend the appointment of representatives to the following Committees of Council:

- Works and Services
- Audit Risk and Improvement

Background

At its meeting held on 20 November 2025 Council appointed the following representatives to the Works and Services and Audit and Risk Committees:

| | |
|--------------------------|---|
| Audit and Risk Committee | Cr. Ram Rajagopalan, Cr. Stephen Strange, Cr. Tony Crooks, and Catherine Negri (Community Representative). |
| Works and Services | Cr. Kevin Foss, Cr. Tony Crooks, Cr. Perry Hodgkiss, Chief Executive Officer (CEO) and Manager of Works and Services (MOWS) |

Since the adoption of these representations, there has been an administrative restructure, and the now current position of Executive Manager Technical Services has been created.

The current Audit Risk and Improvement Committee is also of the view that the whole of Council should be appointed to the committee.

It is therefore now recommended that Council amends the membership of these two (2) committees.

Consultation

Consultation was undertaken with the following:

- Chief Executive Officer; and
- Audit Risk and Improvement Committee

Statutory Environment

Sections 5.8 – 5.11 of the Local Government Act 1995 apply.

Policy Implications

There are no relevant Policy implications.

Financial Implications

There are no financial implications.

Strategic Implications

| | |
|--|--|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 4.0 Governance Priorities |
| Strategy: | 4.1 Our organisation is well positioned and has capacity for the future. |

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|--|-----------------|---------------------------|--------------|-------------------------|---|
| Failure to appoint Elected Members appropriately to Council committees and working groups would result in a breach of the Local Government Act 1995. | Unlikely (2) | Moderate (3) | Medium (5-9) | Compliance Requirements | Accept Officer Recommendation |

Risk Matrix

| Consequence \ Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|--------------------------|---|---------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and risk ratings of six (6) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk

10.5.3 Draft Gift, Benefits and Hospitality Policy

| | |
|------------------------|---|
| File Reference | 3.00071 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 4 May 2026 |
| Author | Vanessa Ward – Executive Services Manager |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments: | |
| | 1. Draft Gift, Benefits and Hospitality Policy |

Summary

The purpose of this report is to present a draft Gifts, Benefits and Hospitality Policy for Council consideration. The policy has been developed to provide clear governance guidance regarding the acceptance and disclosure of gifts by Council Members, Committee Members and employees, and to ensure compliance with legislative requirements under the Local Government Act 1995 (WA).

Background

The integrity framework governing Western Australian local governments requires transparency regarding gifts that may influence decision-making. Recent amendments to the Local Government Amendment Act 2023 (WA) further strengthened expectations around governance and ethical conduct within local governments.

While the legislation prescribes disclosure requirements for council members and candidates, it is considered best practice for local governments to adopt a formal policy that:

- Clarifies expectations for elected members and employees;
- Outlines procedures for declaring gifts;
- Establishes a gifts register; and
- Promotes transparency and public confidence.

The attached draft policy was endorsed by the Audit Risk and Improvement Committee on Wednesday 22 April 2026 and subsequently, recommended to Council.

Consultation

Consultation has occurred with the Audit Risk and Improvement Committee.

Statutory Environment

Relevant legislation includes:

- Local Government Act 1995 (WA);
- Local Government (Administration) Regulations 1996 (WA); and
- Local Government Amendment Act 2023 (WA).

These legislative provisions require disclosure of gifts that may influence decision-making or that are received from persons with an interest in matters before Council.

Policy Implications

Adoption of this policy will strengthen governance arrangements and provide clear guidance to Council Members and employees regarding the management of gifts and hospitality.

Financial Implications

Nil

Strategic Implications

| | |
|--|--|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 4.0 Governance Priorities |
| Strategy: | 4.1 Our organisation is well positioned and has capacity for the future. |

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|--|-----------------|---------------------------|--------------|-------------------------|---|
| Without a formal Gifts Policy, the Shire is exposed to risks of inconsistent practices, non-compliance with the Local Government Act 1995 (WA), and reputational damage. | Unlikely (2) | Moderate (3) | Medium (5-9) | Compliance Requirements | Accept Officer Recommendation |

Risk Matrix

| Consequence \ Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|--------------------------|---|---------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and risk ratings of six (6) for both has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The development of the Gifts, Benefits and Hospitality Policy is a direct outcome of findings identified in the Shire's 2025 Regulation 17 audit. Adoption of this policy will address the audit recommendation and strengthen the Shire's governance framework by providing clear guidance to both elected members and staff on the management and disclosure of gifts.

Voting Requirements

Simple Majority

COMMITTEE RESOLUTION AND OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 20260521.08

Moved: Cr Crooks

Seconded: Cr Hodgkiss

That the Audit Risk and Improvement Committee recommend that Council:

- 1. Adopt the Shire of Bruce Rock Gifts, Benefits and Hospitality Policy as attached to this report;**
- 2. Include the policy within the Shire of Bruce Rock Council Policy Manual; and**
- 3. The Gifts Register maintained by the Chief Executive Officer be periodically reviewed by the Audit, Risk and Improvement Committee as part of its governance oversight responsibilities.**

CARRIED 7/0

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil

Gifts, Benefits and Hospitality

Statutory Context: Local Government Act 1995

Corporate Context: None

Date Adopted:

1. Policy Objective

The objective of this policy is to provide a clear, transparent and accountable framework for the management of gifts, benefits and hospitality offered to, or received by, Council Members, Committee Members, candidates, employees, contractors and volunteers acting on behalf of the Shire of Bruce Rock.

For the purpose of this policy, gifts, benefits or hospitality may include, but are not limited to, meals, refreshments, event tickets, travel, accommodation, discounts, services, promotional items, gift cards, cash-equivalent items, or any other personal advantage offered in connection with a person's official role.

The objective of this policy is to:

- Maintain transparency, integrity and accountability in decision-making;
- Ensure compliance with the gift disclosure requirements under the Local Government Act 1995, associated regulations and applicable codes of conduct;
- Provide practical guidance on the acceptance, refusal, disclosure and recording of gifts, benefits and hospitality;
- Protect the Shire, Council Members, employees and others acting on behalf of the Shire from actual, potential or perceived conflicts of interest; and
- Maintain public confidence in the integrity of Shire decision-making.

2. Scope

This policy applies to:

- Council Members;
- Committee Members;
- Candidates for Council;
- The Chief Executive Officer;
- Employees of the Shire of Bruce Rock;
- Contractors acting on behalf of the Shire, where relevant; and
- Volunteers acting on behalf of the Shire where relevant.

This policy applies to gifts, benefits or hospitality offered or received in connection with a person's official role, functions, duties or relationship with the Shire.

3. Legislative Framework

This policy supports compliance with:

- Local Government Act 1995;
- Local Government (Administration) Regulations 1996;
- Local Government (Elections) Regulations 1997;

- Local Government (Model Code of Conduct) Regulations 2021;
- Shire of Bruce Rock Code of Conduct for Council Members, Committee Members and Candidates;
- Shire of Bruce Rock Employee Code of Conduct;
- Shire of Bruce Rock Attendance at Events Policy; and
- Any other relevant Shire policy, procedure or executive instruction.

This policy should also be read in conjunction with legislative provisions relating to financial interests, proximity interests, impartiality interests, electoral gifts, attendance at events, procurement and conflicts of interest.

4. Policy Principles

The Shire of Bruce Rock is committed to the following principles:

- Integrity – decisions must be made impartially, ethically and in the public interest.
- Transparency – gifts, benefits and hospitality must be declared, recorded and managed openly where required.
- Accountability – gifts, benefits and hospitality must not influence, or be perceived to influence, official duties or decision-making.
- Independence – Council Members, employees and others acting on behalf of the Shire must avoid obligations to external parties.
- Public confidence – conduct must withstand public scrutiny and support confidence in the Shire’s governance.

When in doubt, decline or disclose – where uncertainty exists, the gift should be declined or disclosed and referred for guidance.

5. Definitions

For the purpose of this policy:

Associated Person means a person or organisation that has, or could reasonably be perceived to have, a matter before the Shire, or a commercial, regulatory, contractual, planning, procurement, compliance or other decision-making relationship with the Shire.

Benefit means a non-tangible advantage, service, favour, discount, access, preferential treatment or other personal advantage.

Candidate means a candidate for election to Council.

Cash or Cash-Equivalent Gift includes cash, gift cards, vouchers, prepaid cards or any item that can readily be converted to cash or used as cash.

CEO means the Chief Executive Officer of the Shire of Bruce Rock.

Council Member means the Shire President or a Councillor of the Shire of Bruce Rock.

Gift includes any gratuity, favour, hospitality, entertainment, travel, accommodation, discount, service, item, benefit or other advantage of monetary or non-monetary value.

Hospitality includes meals, refreshments, accommodation, entertainment, invitations, hosted attendance at functions or other forms of hospitality offered in connection with a person’s official role.

Nominal Value means a gift, benefit or hospitality with an estimated value of less than \$300 unless otherwise specified, provided that it is infrequent, modest, lawful, and not connected with procurement, planning, regulatory, compliance, contractor, developer or other sensitive Shire decision-making.

Prohibited Gift means a gift that must not be accepted under legislation, regulation, a code of conduct, this policy or any other applicable Shire requirement. This includes a gift that may compromise, or be perceived to compromise, the impartiality of a Council Member, employee or other person acting on behalf of the Shire.

Register means the Shire's Gifts Register or Electoral Gift Register, as applicable.

6. General Requirements

Council Members, Committee Members, candidates, employees, contractors and volunteers acting on behalf of the Shire must not solicit, request or encourage the offering of gifts, benefits or hospitality in connection with their official duties or role.

A gift, benefit or hospitality must not be accepted where:

- It could influence, or be perceived to influence, decision-making;
- The donor has, or is likely to have, business with the Shire;
- The donor is involved in a procurement, tender, quotation, contract, lease, planning, compliance, regulatory or approval process involving the Shire;
- The gift is offered in expectation of favourable treatment;
- The gift could reasonably be perceived as a bribe, inducement or reward;
- The gift is cash or cash-equivalent;
- Acceptance would create an actual, potential or perceived conflict of interest; or
- Acceptance would damage public confidence in the Shire.

Under no circumstances are gifts, benefits or hospitality to be accepted from any person or organisation involved in a current or proposed procurement, tender, quotation, contractual, planning, regulatory, compliance or approval process with the Shire.

Where there is doubt, the gift, benefit or hospitality must be declined or referred to the CEO for determination. Where the matter relates to the CEO, it must be referred to the Shire President.

7. Acceptable Gifts

The following gifts or hospitality may be accepted where they are of nominal value, infrequent, lawful, and unlikely to create an actual, perceived or potential conflict of interest.

7.1 Modest Hospitality at Official Functions

Examples include:

- Tea, coffee or light refreshments provided during meetings;
- Attendance at a community dinner, luncheon, breakfast or networking event hosted by a stakeholder organisation;
- A modest meal provided as part of an official conference, training session, civic event or community function; and
- Hospitality that is incidental to a person's attendance in an official capacity.

7.2 Promotional Items of Minimal Value

Examples include:

- Pens, calendars, notebooks, bags or reusable drink bottles displaying a company or organisation logo;
- Low-value promotional merchandise distributed at conferences, trade displays or community events; and
- Informational materials or sample products provided for demonstration or educational purposes.

7.3 Civic or Ceremonial Gifts

Examples include:

- A plaque, framed photograph or commemorative item exchanged during an official delegation visit;
- A locally produced souvenir presented by another local government, community organisation or visiting dignitary; and
- A small gift basket or token of appreciation presented during a ceremonial or official event.

Where practicable, civic or ceremonial gifts should remain the property of the Shire rather than the individual recipient and may be:

- Displayed in Council offices or public buildings;
- Recorded in the Gifts Register or asset records, where appropriate; or
- Retained for historical, civic or community purposes.

8. Disclosure Requirements

Disclosure requirements differ depending on the role of the recipient and the nature of the gift.

8.1 Council Members

Council Members must disclose gifts in accordance with sections 5.87A and 5.87C of the Local Government Act 1995.

A Council Member must disclose a gift received in their capacity as a Council Member where:

- the gift has a value of \$300 or more; or
- the gift is one of two or more gifts from the same donor within a 12-month period, and the total value is \$300 or more.

Disclosure must be made:

- In writing to the CEO;
- Within 10 days of receipt of the gift; and
- With sufficient information to enable the gift to be recorded in the Gifts Register.

Council Members should also disclose or record any lower-value gift where there is procurement, planning, regulatory, compliance, contractor, developer or reputational sensitivity.

8.2 Chief Executive Officer

The CEO must disclose gifts in accordance with sections 5.87B and 5.87C of the Local Government Act 1995.

The CEO must disclose a gift received in their capacity as CEO where:

- The gift has a value of \$300 or more; or
- The gift is one of two or more gifts from the same donor within a 12-month period, and the total value is \$300 or more.

Disclosure must be made:

- In writing to the Shire President;
- Within 10 days of receipt of the gift; and
- With sufficient information to enable the gift to be recorded in the Gifts Register.

The CEO will disclose or record any gift received to ensure transparency.

8.3 Candidates

Candidates for Council must comply with the electoral gift disclosure requirements under the Local Government (Elections) Regulations 1997.

A candidate must disclose an election-related gift promised or received during the disclosure period where:

- The gift has a value of \$300 or more; or
- The gift is one of two or more gifts from the same donor during the disclosure period, and the total value is \$300 or more.

The disclosure period commences six months before election day and concludes:

- Three days after election day for unsuccessful candidates; or
- On the start day for financial interest returns for successful candidates.

Candidate disclosures must be lodged with the CEO using the prescribed disclosure form and within the prescribed timeframes.

A candidate must not receive a gift during the disclosure period unless the name and address of each donor are known to the candidate.

Candidate gifts must be recorded in the Electoral Gift Register.

8.4 Employees

Employees must comply with the Shire's Employee Code of Conduct and the employee gift provisions under the Local Government (Administration) Regulations 1996.

Employees must not accept a prohibited gift from an associated person.

For employees, a prohibited gift includes:

- a gift worth the threshold amount or more; or
- two or more gifts from the same donor within a one-year period that together are worth the threshold amount or more.

The threshold amount is \$300, or a lesser amount determined by the CEO under regulation 19AF of the Local Government (Administration) Regulations 1996.

For administrative transparency and internal control, the Shire requires employees to disclose any accepted gift, benefit or hospitality valued at \$100 or more.

Employees must also disclose any gift, benefit or hospitality below \$100 where:

- The donor has business with the Shire;
- The donor may be affected by a Shire decision;
- The gift relates to procurement, planning, compliance, regulatory, contractor or developer matters;
- The gift could create an actual, potential or perceived conflict of interest; or
- There is any reputational sensitivity.

Employee disclosures must be made to the CEO, or to the employee's Executive Manager in accordance with any internal procedure approved by the CEO.

8.5 Contractors and Volunteers

Contractors and volunteers acting on behalf of the Shire must not accept gifts, benefits or hospitality where acceptance could create an actual, potential or perceived conflict of interest, or could damage public confidence in the Shire.

Where a contractor or volunteer is offered a gift, benefit or hospitality in connection with Shire duties, the matter must be referred to the relevant Shire officer or the CEO.

9. Gifts Related Interests and Conflicts of Interest

Disclosure of a gift, benefit or hospitality does not remove the recipient's obligation to consider whether the gift gives rise to an interest or conflict of interest.

A person must consider whether:

- The donor is a closely associated person;
- The donor has, or may have, a matter before Council, a committee or Shire administration;
- The gift gives rise to a financial interest, proximity interest, impartiality interest or other conflict of interest;
- The person should refrain from providing advice, making recommendations, participating in discussion or participating in decision-making; and
- Any additional disclosure or management action is required under legislation, regulation, a code of conduct or Shire procedure.

Where a gift-related interest exists, the person must comply with the applicable disclosure and participation requirements before taking part in advice, discussion or decision-making.

Where uncertainty exists, the matter must be referred to the CEO. Where the matter relates to the CEO, it must be referred to the Shire President.

10. Attendance at Events

Where an invitation, ticket, hospitality or benefit relates to attendance at an event, including a concert, conference, function, sporting event or similar occasion, the requirements of the Attendance at Events Policy must also be considered.

An invitation or ticket provided to the Shire may be dealt with under the Attendance at Events Policy. An invitation or ticket provided directly to an individual may need to be treated as a gift and disclosed or managed under this policy and the relevant legislation.

11. Gifts Register

The Shire will maintain a Gifts Register in accordance with the Local Government Act 1995.

The Gifts Register will record disclosures made by Council Members and the CEO under sections 5.87A and 5.87B of the Local Government Act 1995.

The Gifts Register should include, where applicable:

- Name of the person making the disclosure;
- Position or role of the recipient;
- Description of the gift;
- Name of the person or organisation that made the gift;

- Date the gift was received;
- Estimated value of the gift at the time it was made;
- Nature of the relationship between the donor and recipient;
- For a travel contribution, a description of the travel and date of travel;
- Whether the gift was accepted, declined, surrendered, retained by the Shire, returned or otherwise dealt with; and
- Any other information required by legislation or Shire procedure.

The CEO is responsible for maintaining the Gifts Register.

Disclosures made by Council Members or the CEO must be recorded in the Gifts Register within 10 days of disclosure.

The published version of the Gifts Register must comply with statutory requirements, including requirements relating to the publication or redaction of donor address details.

The Gifts Register will be made publicly available where required and periodically reviewed by the Audit, Risk and Improvement Committee as part of its governance oversight responsibilities.

12. Electoral Gift Register

The CEO will establish and maintain an Electoral Gift Register in accordance with the Local Government (Elections) Regulations 1997.

The Electoral Gift Register will record candidate gift disclosures received by the CEO and will be published on the Shire’s official website in accordance with legislative requirements.

The published version of the Electoral Gift Register must not include the address of an individual donor and must instead include the town or suburb mentioned in the address.

13. Breaches

Failure to comply with this policy may constitute:

- A breach of the applicable Code of Conduct;
- A breach of the Local Government Act 1995 or associated regulations;
- A conflict of interest;
- A disciplinary matter;
- A contractual compliance issue; or
- A matter requiring referral to an external oversight body, depending on the circumstances.

Suspected breaches will be managed in accordance with applicable legislation, codes of conduct, employment obligations, contractual requirements and Shire procedures.

14. Policy Review

This policy will be reviewed:

- Every four years; or
- Earlier if legislative requirements change; or
- Earlier if required by Council, the CEO, audit findings, governance review or operational need.

Version Control:

| | |
|--|-------------------|
| | Policy adopted on |
| | |

10.5.4 Shire of Corrigin Request to Appoint Dual Fire Control Officers

| | |
|-------------------------------|---|
| File Reference | 052025.10.5.2 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Item 10.5.2 15 May 2025 |
| Date | 11 May 2026 |
| Author | Mark Furr – Chief Executive Officer |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments | 1. Correspondence from Shire of Corrigin |

Summary

Council is requested to consider a request from the Shire of Corrigin to appoint Dual Fire Control Officers for the 2026/27 bush fire season.

Background

The Chief Executive Officer has received correspondence from the Shire of Corrigin (Attachment 1), requesting that the following people be appointed as Dual Fire Control Officers in the Shire of Bruce Rock for the 2026/27 bush fire season:

- Mr Sandow Jacobs; and
- Mr Tim George.

Council has approved the appointment of Mr Jacobs and Mr George as Dual Fire Control Officers in the Shire of Bruce Rock in previous bush fire seasons.

Consultation

The Shire of Bruce Rock's Chief Bush Fire Control Officer and Chief Executive Officer have been consulted. Both are supportive of the request.

Statutory Environment

The following statute relates:

- Bush Fires Act 1954, section 38, which enables a Local Government to appoint such persons as it thinks necessary to be its Fire Control Officers

Policy Implications

Nil

Financial Implications

Nil

(This space is intentionally blank).

Strategic Implications

| | |
|--|---|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 1.0 Community Priorities |
| Strategy: | 1.4 Support and emergency services planning, response and recovery. |

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|--|-----------------|---------------------------|-------------|-----------------------------------|---|
| Failure to appoint Dual Fire Control Officers may hinder the ability of bush firefighting volunteers to more effectively fight fires across Local Government boundaries. | Rare (1) | Major (4) | Low (1-4) | Business and Community Disruption | Accept Officer Recommendation |

Risk Matrix

| Consequence \ Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|--------------------------|---|---------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of four (4) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

If the request is approved, the Dual Fire Control Officers would have the necessary authority of the Shire of Bruce Rock to fight and give directions for fighting activities within the district. However, the Dual Fire Control Officers should not be authorised to issue burning permits.

It is recommended that Council accept the Shire of Corrigin’s request subject to the persons appointed as Dual Fire Control Officers holding appropriate accreditation.

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Voting Requirements

Absolute Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 20260521.09

Moved: Cr Foss

Seconded: Cr Hodgkiss

That, with respect to the Shire of Corrigin's request to appoint Dual Fire Control Officers for the 2026/27 bush fire season, Council:

- 1. Appoint Mr Sandow Jacobs and Mr Tim George as Dual Fire Control Officers in the Shire of Bruce Rock for the 2026/27 bush fire season, subject to Mr Jacobs and Mr George holding appropriate accreditation to perform these roles;**
- 2. Does not permit Mr Jacobs and Mr George to issue burning permits within the Shire of Bruce Rock as part of their roles as Dual Fire Control Officers; and**
- 3. Authorise the Chief Executive Officer of the Shire of Bruce Rock to write to the Chief Executive Officer of the Shire of Corrigin to advise of Council's resolution in relation to the appointment of Mr Jacobs and Mr George as Dual Fire Control Officers.**

CARRIED 7/0

BY ABSOLUTE MAJORITY

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil

SHIRE OF



PO Box 221, Corrigin WA 6375

T: 9063 2203

F: 9063 2005

E: shire@corrigin.wa.gov.au

Our Ref: ES 0001

Contact: Jarrad Filinski

eso@corrigin.wa.gov.au

22 April 2026

Mr Mark Furr
Chief Executive Officer
Shire of Bruce Rock
PO Box 113
BRUCE ROCK WA 6418

Dear Mark

RE: APPOINTMENT OF DUAL FIRE CONTROL OFFICERS 2026/2027

The Shire of Corrigin requests the following people be appointed as Dual Bush Fire Control Officers by the Shire of Bruce Rock for the 2026/2027 bush fire season:

- **Sandow Jacobs**
- **Tim George**

Yours sincerely

Natalie Manton
Chief Executive Officer

10.5.5 Great Eastern Country Zone Meeting Minutes April 2026

| | |
|------------------------|---|
| File Reference | 1.6.5.1 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 11 May 2026 |
| Author | Mark Furr – Chief Executive Officer |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments | 1. Great Eastern Country Zone Meeting Minutes on a Page – April 2026. |

Summary

Council is asked to receive the minutes from the previous Great Eastern Country Zone Meeting.

Background

The last Zone meeting was held on the 23 April 2026 at the Shire of Cunderdin.

Consultation

Nil.

Statutory Environment

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

| | |
|--|--|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 4.0 Governance Priorities |
| Strategy: | 4.1 Our organisation is well positioned and has capacity for the future. |

(This space is intentionally blank).

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|---|-----------------|---------------------------|-------------|-------------------------|---|
| That Council does not receive the minutes or object to decisions of the GECZ meeting. | Rare (1) | Insignificant (1) | Low (1-4) | Compliance Requirements | Accept Officer Recommendation |

Risk Matrix

| Consequence \ Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|--------------------------|---|---------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of one (1) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

To encourage the ongoing Great Eastern Country Zone partnership and promote a better understanding by all Councillors it is recommended that Zone minutes be read and received by Council. The Shire President, Chief Executive Officer and State Councillor Cr. Strange attended the meeting.

The following items are highlighted for Councils attention:

1. Guest presentations were received from the Local Government Inspectorate, Main Roads WA and Telstra, including updates on the Great Eastern Highway, mobile network upgrades, network resilience and the ATU Program;
2. Agency updates were noted from the Department of Local Government, Industry Regulation and Safety, Wheatbelt Development Commission, Water Corporation and the District Emergency Management Committee;
3. The Zone endorsed amendments to the Zone Constitution by special majority, including updates to meeting arrangements, quorum, terminology, Executive Committee provisions and financial administration;

4. The Zone endorsed updated strategic priorities, with Energy, Transport and Road Network elevated as a key priority, along with continued focus on regional health, housing, telecommunications and agricultural land use;
5. The Zone discussed rural and regional mental health support in the context of fuel supply instability and broader economic uncertainty;
6. Updates were provided on the proposed Zone delegation, 2027 Zone Conference planning, and initial consideration of the 2026–27 Zone Budget;
7. The Zone noted consultation on WALGA’s draft Climate Change Advocacy Position, with Council-endorsed feedback sought by 1 May 2026;
8. The Zone supported WALGA State Council advocacy positions relating to Council Member and employee privacy, water management, retirement of the off-road vehicles advocacy position, and a revised homelessness advocacy position.;
9. Cr Strange provided an update to the meeting on various WALGA matters including:
 - Recent and upcoming business of State Council and Policy Teams;
 - Overview of the Mayors and Presidents Forum, including acknowledging feedback received throughout the event;
 - Update on the election of Mayor Mark Irwin as WALGA President, and President Chris Antonio as WALGA Deputy President; and
 - Update on recent local sporting and community achievements within the Zone.
10. Emerging issues included concerns raised by the Shire of Cunderdin regarding recent State Government decisions on heavy vehicle RAV network access, and an update on the Local Government Amendment (Rating of Certain Mining Licences) Bill 2025; and
11. The next Zone meeting is scheduled for 11 June 2026 in Perth or via Teams, with the Shire of Bruce Rock to host the August 2026 meeting and provide a host presentation.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 20260521.10

Moved: Cr Strange

Seconded: Cr Foss

That Council receives the minutes of the Great Eastern Country Zone meeting held on the 23 April 2026 at the Shire of Cunderdin.

CARRIED 7/0

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil

Great Eastern Country Zone



Zone Minutes on a Page 23 April 2026

Speakers

- Mr Tony Brown, Local Government Inspector, provided a briefing on the commencement of the Local Government Inspectorate as well as his priorities for 2026.
- Ms Belinda Stopic, General Manager of Regional Operations, Main Roads WA, provided a briefing in response to the Zone's letter to the Deputy Premier regarding the Great Eastern Highway. Mr Mohammad Siddiqui, Regional Manager Wheatbelt, and Mr Martin Lodge, Main Roads Consultant, both provided supporting presentations and input.
- Ms Eva Colic, Telstra Regional Engagement Manager, and Mr Kevin Donnellan, Regional Network Advisor, provided an update on mobile network upgrades, co-investment programs, satellite to mobile and network resilience and ATU Program.

Zone Business

- The Zone resolved by Special Majority to endorse the proposed amendments to the Zone Constitution (included in both the February and April meeting papers).
- The Zone endorsed the updated Zone Priorities.
- The Zone receive an initial draft budget, before formal consideration at the June meeting.
- The Zone discussed its upcoming delegation, to be held immediately prior to the June Zone meeting.

State Council Agenda

The Zone supported all the recommendations for Matters for Decision:

- 8.1 Protecting Council Member and Employee Privacy Advocacy Position
- 8.2 Water Management Advocacy Position
- 8.3 Off Roads Vehicles Advocacy Position
- 8.4 Homelessness Advocacy Position

Reports

The following reports were spoken to at the meeting:

- Wheatbelt Development Commission; and
- Water Corporation

Zone Chair, President Cr Tony Sachse welcomed all Zone Delegates, CEOs and guests to the meeting, and thanked the Shire of Cunderdin for hosting the April Zone meeting.

Shires of:

Bruce Rock
Cunderdin
Dowerin
Kellerberrin
Kondinin
Koorda
Merredin
Mt Marshall
Mukinbudin
Narembeen
Nungarin
Tammin
Trayning
Westonia
Wyalkatchem
Yilgarn

State Councillor, Cr Stephen Strange

Cr Strange provided an update to the meeting on various WALGA matters including:

- Recent and upcoming business of State Council and Policy Teams;
- Overview of the Mayors and Presidents Forum, including acknowledging feedback received throughout the event;
- Update on the election of Mayor Mark Irwin as WALGA President, and President Chris Antonio as WALGA Deputy President;
- Update on recent local sporting and community achievements within the Zone.

Minutes

Minutes from the meeting can be accessed on the [WALGA website](#).

Next Meeting

The next Great Eastern Country Zone meeting will be held on **Thursday, 11 June, in Perth with an online option for all delegates.**

Further details will be circulated with the notice of meeting.

Contact Information

Habiba Farrag, Zone Secretariat – hfarrag@walga.asn.au or 9213 2050

Sam McLeod, Zone Executive Officer – smcleod@walga.asn.au or 0488 668 301

10.5.6 Road Transport Contractual Chain Order – Fuel Cost Recovery Contract Variations

| | |
|------------------------|---|
| File Reference | Nil |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 12 May 2026 |
| Author | Mark Furr – Chief Executive Officer |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments | Nil. |

Summary

The purpose of this report is to seek Council authorisation for the Chief Executive Officer to negotiate, approve and apply temporary fuel cost recovery contract variations where required in response to the Road Transport Contractual Chain Order – Fuel Cost Recovery 2026.

This authority is requested to enable the Shire to respond to fuel cost recovery claims from affected contractors in a timely, transparent and commercially reasonable manner, without requiring recurring monthly Council agenda items while the Order remains in effect.

Background

The Fair Work Commission issued the Road Transport Contractual Chain Order – Fuel Cost Recovery 2026, which commenced on 21 April 2026. The Order establishes fuel cost recovery obligations for parties in road transport contractual chains and requires relevant rates to be reviewed at least fortnightly, or twice each calendar month, to ensure that increased fuel costs are appropriately recovered through the contractual chain. The Order applies broadly to work in the road transport industry and has potential implications for local government contracted services, including waste collection, freight, cartage, delivery of goods, passenger transport and other contracts with a road transport component.

WALGA has advised that local governments may be affected through contracted service delivery arrangements and should review relevant contracts and governance arrangements. The Order's fuel cost recovery obligations remain in force while the weekly average national terminal gate price for diesel remains at or above \$2.00 per litre, as measured through the Australian Institute of Petroleum weekly diesel price report. The Fair Work Commission is required to review the Order after the first month of operation and then at three-monthly intervals.

Following the recent WALGA webinar regarding the Order, local governments have been advised to engage with affected contractors and review fuel cost impacts on a regular basis. This creates a practical governance issue for local governments, particularly where contract variations may need to be considered fortnightly or twice monthly.

Consultation

Consultation has occurred, or will occur, with:

- WALGA, through sector advice and webinar information;
- Affected contractors, including Avon Waste;
- Relevant Shire officers involved in finance, procurement and contract management; and

- Council, through ongoing CEO and financial reporting.

Statutory Environment

The Road Transport Contractual Chain Order – Fuel Cost Recovery 2026 has been issued by the Fair Work Commission under the Fair Work Act 2009 and is legally enforceable for parties covered by the Order.

Section 5.42 of the Local Government Act 1995 allows a local government to delegate certain powers and duties to the Chief Executive Officer by absolute majority, subject to the limitations in section 5.43. Section 6.8 of the Act also provides that expenditure not included in the annual budget requires prior authorisation by Council unless another statutory exception applies.

Any authority granted through this item is intended to operate within existing budget capacity, procurement requirements, contract management obligations and the limitations of the Local Government Act 1995.

Where a proposed variation would exceed the Chief Executive Officer’s existing financial or contractual authority, exceed available budget provision, materially alter the scope of the original contract, or create a material unbudgeted financial commitment, the matter will be referred back to Council.

Policy Implications

Any contract variation will be managed in accordance with the Shire’s purchasing, procurement, financial management and contract management requirements.

The proposed authority does not provide a general power to vary contracts outside the specific circumstances associated with fuel cost recovery arising from the Road Transport Contractual Chain Order – Fuel Cost Recovery 2026.

Financial Implications

There may be additional costs to the Shire while the Order remains in effect. The financial impact will depend on the contractors affected, the methodology applied, prevailing diesel prices, and the extent to which increased fuel costs are passed through to the Shire.

The Ranger service increase is considered minor and not material. The Avon Waste contract has the potential to have a greater financial impact. However, Administration expects that an evidence-based fortnightly or twice-monthly calculation may result in a lower cost impact than the initially proposed flat 17% increase.

Any approved variations will be monitored and reported through normal financial reporting processes. If the cumulative impact becomes material, exceeds available budget capacity, or requires a budget amendment, a further report will be presented to Council.

Strategic Implications

| | |
|--|--|
| Shire of Bruce Rock Strategic Community Plan 2022-2032 | |
| Outcome: | 4.0 Governance Priorities |
| Strategy: | 4.1 Our organisation is well positioned and has capacity for the future. |

Risk Implications

| Risk | Risk Likelihood | Risk Impact / Consequence | Risk Rating | Principal Risk Theme | Risk Action Plan (Controls or Treatment proposed) |
|--|-----------------|---------------------------|--------------|---------------------------------|---|
| Delays in approving reasonable fuel cost recovery arrangements may impact contractor relationships and service continuity, particularly for essential services such as waste collection. | Unlikely (2) | Moderate (3) | Medium (5-9) | Business & Community Disruption | Accept Officer Recommendation |
| There is a risk that failure to engage appropriately with affected contractors may create compliance, contractual or dispute risk. | Unlikely (2) | Moderate (3) | Medium (5-9) | Business & Community Disruption | Accept Officer Recommendation |

Risk Matrix

| Consequence \ Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|--------------------------|---|---------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating for both items of six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The Shire has a number of contracted service arrangements which may be affected by increased fuel costs. The level of impact will vary depending on the type of contract, the contractor's fuel usage, the extent to which the service falls within a road transport contractual chain, and whether the existing contract already contains an appropriate fuel adjustment or rise-and-fall mechanism.

Some contractors have applied or proposed flat percentage increases to contract costs. For example, the Shire's Ranger service provider has advised of a 15% increase to its contract costs. The financial impact of this increase is minor and is not considered material in the context of the Shire's overall operating budget.

The more material potential impact is likely to arise from the Shire’s waste services contract with Avon Waste. Avon Waste initially advised of a proposed flat 17% increase to contract costs. However, following commencement of the Order, Avon Waste is reviewing its proposed methodology. Administration has contacted Avon Waste directors and is awaiting further information regarding the proposed calculation method and application of the Order.

It is understood that the current Avon Waste contract includes a base fuel cost of \$1.60 per litre. Discussions to date indicate that Avon Waste may seek to apply a fuel recovery methodology as a temporary contract variation until fuel prices revert to the level contemplated under the original contract.

Administration considers that, for material contracts, a transparent fortnightly or twice-monthly review methodology is likely to be more appropriate than accepting a flat percentage increase. This approach should ensure that any additional cost to the Shire is evidence-based, directly linked to fuel cost recovery, and capable of being reduced or removed when fuel prices fall or when the Order ceases to apply. At this stage, Administration is confident that the actual fortnightly impact on the Avon Waste contract may be less than the originally proposed flat 17% increase. However, this cannot be confirmed until Avon Waste provides its methodology and supporting information.

Given the Order requires regular review and potential adjustment, it would be impractical and administratively inefficient to bring each fuel-related contract variation to Council on a monthly basis. Delays may also result in contractor debt accrual, administrative burden, potential compliance issues and avoidable disruption to service delivery. It is therefore recommended that Council provide the Chief Executive Officer with a temporary and limited authority to negotiate and approve evidence-based fuel cost recovery variations arising from the Order, subject to clear conditions and reporting back to Council.

This report does not seek approval for a blanket percentage increase across contracts. Rather, it seeks to establish a controlled process that allows Administration to respond to affected contracts on a case-by-case basis.

Voting Requirements

Absolute Majority

(This space is intentionally blank).

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 20260521.11

Moved: Cr Verhoogt

Seconded: Cr Buegge

That Council:

- 1. Notes the commencement of the Fair Work Commission's Road Transport Contractual Chain Order – Fuel Cost Recovery 2026, which commenced on 21 April 2026 and may have financial and operational implications for local government contracts involving road transport contractual chains.**
- 2. Notes that WALGA has advised local governments to review relevant contracts, engage with affected contractors, and consider appropriate governance arrangements for any required fuel cost recovery contract variations.**
- 3. Authorises the Chief Executive Officer, subject to existing financial, procurement and contractual delegations, to negotiate and approve temporary fuel cost recovery variations with affected contractors where those variations are directly associated with the Road Transport Contractual Chain Order – Fuel Cost Recovery 2026.**
- 4. Requires that any approved variation must:**
 - a. be supported by a clear and reasonable methodology from the contractor;**
 - b. be directly linked to increased fuel costs arising during the operation of the Order;**
 - c. be reviewed fortnightly, twice per calendar month, or at another reasonable interval consistent with the Order and the nature of the contract;**
 - d. cease, reduce or be reviewed when the Order ceases to apply, when the weekly average national terminal gate price for diesel falls below \$2.00 per litre, or when the relevant contract's fuel cost assumptions are no longer exceeded;**
 - e. not materially alter the scope of the original contract;**
 - f. not create a long-term financial commitment beyond the operation of the Order without further Council consideration.**
- 5. Notes that any proposed variation which exceeds the Chief Executive Officer's existing delegation, exceeds available budget provision, or creates a material unbudgeted financial impact will be referred back to Council for consideration.**
- 6. Requests the Chief Executive Officer to keep Council informed of approved variations through the CEO report, monthly financial reporting, budget review process, or another appropriate reporting mechanism.**

**CARRIED 7/0
BY ABSOLUTE MAJORITY**

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt
Against: Nil

11. New Business of an Urgent Nature Introduced by Discussion of the Meeting
Nil

12. Confidential Items

| | |
|--|-----------------------------|
| OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 20260521.12 | |
| Moved: Cr Crooks | Seconded: Cr Strange |
| That, in accordance with section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item, as if disclosed, the matter to be discussed would reveal information that has a commercial value to a person, and information about the business, professional, commercial or financial affairs of a person. | |
| CARRIED 7/0 | |
| For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt | |
| Against: Nil | |

12.1 CEACA Management Committee Meeting Minutes May 2026

| | |
|-------------------------------|---|
| File Reference | 4.1.10.1 |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 12 May 2026 |
| Author | Mark Furr – Chief Executive Officer |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments | 1. CEACA Management Committee Meeting Minutes – May 2026 (Under Confidential Separate Cover). |

12.2 Central East Accommodation and Care Alliance (CEACA) Expansion Project – Waiver of Fees for Development Plans.

| | |
|------------------------|---|
| File Reference | |
| Disclosure of Interest | Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure. |
| Applicant | Nil |
| Previous Item Numbers | Nil |
| Date | 12 May 2026 |
| Author | Mark Furr – Chief Executive Officer |
| Authorising Officer | Mark Furr – Chief Executive Officer |
| Attachments | Nil. |

OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 20260521.15

Moved: Cr Crooks

Seconded: Cr Hodgkiss

That, in accordance with section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

CARRIED 7/0

For: Cr Rajagopalan, Cr Crooks, Cr Buegge, Cr Foss, Cr Hodgkiss, Cr Strange, Cr Verhoogt

Against: Nil

13. Closure of the Meeting

There being no further business to discuss, the Presiding Member declared the meeting closed at 4.35pm and, pursuant to Resolution OCM November 25 – 10.6.5 of 20 November 2025, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 3.00pm on Thursday 25 June 2026, at this same venue.